

**BOARD OF SUPERVISORS**

*Brown County*

305 E. WALNUT STREET

E-Mail: [BrownCountyCountyBoard@co.brown.wi.us](mailto:BrownCountyCountyBoard@co.brown.wi.us)

P. O. BOX 23600

GREEN BAY, WISCONSIN 54305-3600



PHONE (920) 448-4015 FAX (920) 448-6221

**"PUBLIC NOTICE OF MEETING"**

**Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the  
public that the following meetings will be held**

**THE WEEK OF  
JANUARY 15 – 19, 2018**

**MONDAY, JANUARY 15, 2018**

- |          |                   |  |
|----------|-------------------|--|
| *2:15 pm | Solid Waste Board | Port & Resource Recovery<br>2561 S. Broadway   |
| *3:30 pm | Housing Authority | Room 604, City Hall<br>100 N. Jefferson Street |

**TUESDAY, JANUARY 16, 2018**

- |          |  |   |
|----------|--|---|
| *3:30 pm | Children With Disabilities Education Board | Syble Hopp School<br>755 Scheuring Road             |
| *4:30 pm | Veterans Recognition Subcommittee          | Room 201, Northern Building<br>305 E. Walnut Street |

**WEDNESDAY, JANUARY 17, 2018**

- |                 |   |  |
|-----------------|---|--|
| *12:00 pm       | Mental Health Ad Hoc Committee  | Room A (E03) Sophie Beaumont Bldg.<br>111 N. Jefferson Street      |
| *5:30 pm        | Human Services Committee – <i>SPECIAL MEETING</i>   | Room 207, City Hall<br>100 N. Jefferson Street                     |
| *5:30 pm        | Administration Committee/Education & Recreation Committee<br>- <i>Joint Special Meeting</i> | Room 210, City Hall<br>100 N. Jefferson Street                     |
| <b>*6:00 pm</b> | <b>Brown County Board of Supervisors – <i>Note Time</i></b>                                 | <b>Legislative Room 203, City Hall<br/>100 N. Jefferson Street</b> |

**THURSDAY, JANUARY 18, 2018**

- |          |               |                                    |
|----------|---------------|------------------------------------|
| *5:15 pm | Library Board | Central Library<br>515 Pine Street |
|----------|---------------|------------------------------------|

**FRIDAY, JANUARY 19, 2018**

**(No Meetings)**

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

**PORT & RESOURCE RECOVERY DEPARTMENT**

*Brown County*

2561 SOUTH BROADWAY  
GREEN BAY, WI 54304

PHONE: (920) 492-4950

FAX: (920) 492-4957

DEAN R. HAEN

DIRECTOR

**PUBLIC NOTICE  
BROWN COUNTY SOLID WASTE BOARD**

**Monday, January 15<sup>th</sup> – 2:30 pm**

Brown County Port & Resource Recovery  
2561 S. Broadway, Green Bay, WI 54304

**Agenda:**

1. Call to Order
2. Roll Call
3. Approval/Modification – Meeting Agenda – *Request for Approval*
4. Approval/Modification – November 27<sup>th</sup>, 2017 Meeting Minutes – *Request for Approval*
5. Announcements/Communications
6. Public Communication Plan – *Request for Approval*
7. BOW Regional Planning – *Update*
8. BOW Labor Services – *Update*
9. HMR Building Modifications – *Update*
10. Evaluation of In-House Processing of Fluorescent, Incandescent and LED Lamps – *Update*
11. Clean Sweep Grant – *Update*
12. Transfer Station 15 cy Compactor - *Update*
13. South Landfill - *Update*
  - a. Digester Lease
  - b. Farm Lease
  - c. Southern Exit Evaluation for South Landfill
  - d. South Landfill Navigability Determination

14. Director's Report
15. Such other Matters as Authorized by Law
16. Adjourn

Dean R. Haen  
Director

*Any person wishing to attend whom, because of disability requires special accommodation should contact the Brown County Port & Resource Recovery Department at 492-4950, two (2) working days before the meeting, so that arrangements can be made. Notice is hereby given that action by the Brown County Solid Waste Board may be taken on any of the items which are described or listed in this agenda.*

**AGENDA**  
**BROWN COUNTY HOUSING AUTHORITY**  
**Monday, January 15, 2018, 3:30 p.m.**  
**City Hall, 100 N. Jefferson Street, Room 604**  
**Green Bay, WI 54301**

**MEMBERS:** Sup. Andy Nicholson – Chair, Corday Goddard – Vice Chair, Tom Diedrick, Ann Hartman and John Fenner

**APPROVAL OF MINUTES:**

1. Approval of the minutes from the December 18, 2017, meeting of the Brown County Housing Authority.

**COMMUNICATIONS:**

**REPORTS:**

2. Report on Housing Choice Voucher Rental Assistance Program:
  - A. Preliminary Applications
  - B. Unit Count
  - C. Housing Assistance Payments Expenses
  - D. Housing Quality Standard Inspection Compliance
  - E. Program Activity/52681B (administrative costs, portability activity, SEMAP)
  - F. Family Self-Sufficiency Program (client count, participation levels, new contracts, graduates, escrow accounts, and homeownership)
  - G. VASH Reports (new VASH and active VASH)
  - H. Langan Investigations Criminal Background Screening and Fraud Investigations
  - I. Quarterly Langan Denials report
  - J. Quarterly Active Cases Breakdown
  - K. Quarterly End of Participation
  - L. Quarterly Customer Service Satisfaction

**OLD BUSINESS:**

**NEW BUSINESS:**

3. Discussion on recent recommendations on Chapter 17 and how these recommendations were determined.

**BILLS AND FINANCIAL REPORT:**

4. Consideration with possible action on acceptance of BCHA bills.
5. Consideration with possible action on acceptance of BCHA financial report.

**ADMINISTRATOR'S REPORT AND INFORMATIONAL:**

6. Lead the Way Training, PIH Lumberton Case Study.
7. Date of next meeting: February 19, 2018.

Any person wishing to attend who, because of a disability, requires special accommodation should contact the Brown County Human Resources Office at (920) 448-4065 by 4:30 p.m. the day before the meeting so that arrangements can be made.

Pursuant to Section 19.84, notice is hereby given to the public:

**BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD**  
**Tuesday, January 16, 2018 – 3:30 PM**  
**Syble Hopp School**

**Agenda:**

1. Action Item: Call to Order
2. Open Forum
3. Action Item: Approval of December 19, 2017 Minutes  
RECOMMENDED MOTION: That the minutes from the December 19, 2017 Board meeting be approved.
4. Action Item: Approval of Agenda  
RECOMMENDED MOTION: That the agenda for today's meeting be approved.
5. Action Item: Donations  
RECOMMENDED MOTION: That this month's donations be approved.
6. Action Item: Payment of Bills  
RECOMMENDED MOTION: That the payment of the bills be approved.
7. Action Item: Financial Report  
RECOMMENDED MOTION: That the financial report be accepted.
8. Action Item: District Programming  
RECOMMENDED MOTION: That administration work with the proper entities to discontinue providing middle school programming in West De Pere and De Pere School Districts, Speech and Language programming in De Pere and Denmark School Districts and decrease the Occupational Therapist programming in the De Pere School District.
9. Action Item: 2018-19 School Year Calendar  
RECOMMENDED MOTION: That the calendar for the 2018-19 school year be approved.
10. Action Item: Appointed BCCDEB Member Seats  
RECOMMENDED MOTION: That the administration work with the Brown County Human Services Committee and Brown County Board of Supervisors to approve a resolution that allows the Brown County Children with Disabilities Board to have a maximum of seven (7) members appointed by the County Executive.
11. Discussion Item: Administrator's Report
12. Discussion Item: Parent Organization Report
13. Executive Session: The Board will move to executive session as allowed by Wisconsin Statute stats 19.85 (1)(c) pursuant to employment and compensation.
14. Action Item: Adjournment  
RECOMMENDED MOTION: That the December 19, 2017 Brown County Children with Disabilities Board meeting be adjourned.

"Any person wishing to attend who, because of disability requires special accommodation, should contact Syble Hopp School at 336-5754 by 3:00 p.m. on Monday, January 15, 2017 so arrangements can be made."

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### VETERANS RECOGNITION SUBCOMMITTEE

Bernie Erickson, Chair  
Ed Koslowski, Vice Chair  
Joan Brusky, Louise Dahlke,  
Jim Haskins, Delores Pierce,  
Duane Pierce

**\*\*Running Total of Veterans' Certificates: 1842**

### VETERANS' RECOGNITION SUBCOMMITTEE

Tuesday, January 16, 2018

4:30 pm

Room 201, Northern Building

305 E. Walnut Street

Green Bay, WI

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON  
ANY ITEMS LISTED ON THE AGENDA**

1. Call Meeting to Order.
2. Approve/Modify Agenda.
3. Approve/Modify Minutes of November 21, 2017.
4. 2017 – 2018 Budget Carryover Request.
5. Update re: Honor Rewards Program.
6. Discussion re: 2018 Veterans' Appreciation Day at the Brown County Fair.
7. Report from CVSO Jerry Polus.
8. Report from Committee Members Present (Erickson, Brusky, Dahlke, Haskins, Koslowski, Pierce).
9. Such Other Matters as Authorized by Law.
10. Adjourn.

Bernie Erickson, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

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Guy Zima, Chairman

Erik Hoyer, Vice Chairman

### **MENTAL HEALTH TREATMENT COMMITTEE: AD HOC**

**Wednesday, January 17, 2018**

**12:00 p.m.**

**Conference Room A (E03), 1<sup>st</sup> Floor**

**Sophie Beaumont Building**

**111 N. Jefferson Street**

**Green Bay, Wisconsin**

- I. Call to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of November 15, 2017.
1. Communication from Chair Zima and Judge Zuidmulder re: Have staff provide a breakdown and explanation of the expenditures made from the \$1.15 million dollars allocated for mental health services during the County budget process for 2016 and 2017.
2. Update re: Long range mental health needs in Brown County including what could be funded by County Executive Streckenbach's proposed half-percent sales tax.
3. Formally identify Committee members.
4. Discussion, review and possible action: Request that Brown County review its past and present mental health services and develop a more comprehensive plan to treat both short and long term mental health patients including but not limited to 1) alcohol and drug abuse detox and treatment; and 2) children, adolescent and adult mental health treatment.
5. Discussion, review and possible action: Request that the Human Services Director and Brown County Sheriff work together to develop a plan to provide a treatment plan for prisoners who presently make up a third of our jail population.
6. Discussion re: Recertifying County operations to return to previous services providing long-term care.
7. Update re: Outreach efforts.
8. Such other matters as authorized by law.
9. Adjourn.

Guy Zima, Chair

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### HUMAN SERVICES COMMITTEE

Erik Hoyer, Chair  
Richard Schadewald, Vice Chair  
Joan Brusky, Thomas De Wane, Aaron Linssen

### **SPECIAL HUMAN SERVICES COMMITTEE**

**Wednesday, January 17, 2018**

**5:30 p.m.**

**Room 207, City Hall**

**100 N. Jefferson Street, Green Bay, WI**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION  
ON ANY ITEMS LISTED ON THE AGENDA**

**\*\*PLEASE NOTE DATE, TIME & LOCATION\*\***

- I. Call to Order.
- II. Approve/Modify Agenda.

### **Comments from the Public**

### **Health and Human Services Department**

1. Resolution re: Reclassification of a Community Treatment Program Worker Position in the Health and Human Services – Community Services Division Table of Organization.

### **Other**

2. Such other matters as authorized by law.
3. Adjourn.

Erik Hoyer, Chair

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### JOINT MEETING

#### ADMINISTRATION COMMITTEE

Richard Schadewald, Chair; Jamie Blom, Vice-Chair  
Mark Becker, James Kneiszel, John Vander Leest

#### EDUCATION & RECREATION COMMITTEE

John Van Dyck, Chair; Staush Gruszynski, Vice Chair  
Corrie Campbell, Kathy Lefebvre, Paul Ballard

### SPECIAL/JOINT ADMINISTRATION COMMITTEE

#### AND

### EDUCATION & RECREATION COMMITTEE

Wednesday, January 17, 2018

5:30 p.m.

Room 210, City Hall

100 N. Jefferson Street, Green Bay, WI

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION  
ON ANY ITEMS LISTED ON THE AGENDA

**\*\*PLEASE NOTE DATE, TIME & LOCATION\*\***

- I. Call to Order.
- II. Approve/Modify Agenda.

### Comments from the Public

#### Library

1. Budget Adjustment Request (18-10): Any allocation from the County's General Fund.
2. Resolution Approving Budget Adjustment General Fund Transfer/Loan.

#### Other

3. Such other matters as authorized by law.
4. Adjourn.

Richard Schadewald, Admin Chair  
John Van Dyck, Ed & Rec Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda.

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PATRICK W. MOYNIHAN JR., CHAIR

THOMAS J. LUND, VICE CHAIR

## PUBLIC NOTICE OF MEETING

Pursuant to Section 19.85 and 59.094, Wis. Stats., notice is hereby given to the public that the regular meeting of the **BROWN COUNTY BOARD OF SUPERVISORS** will be held on Wednesday, January 17, 2018 at 6:00 p.m., in the Legislative Room 203, 100 North Jefferson St., Green Bay, Wisconsin.

**NOTICE IS HEREBY GIVEN THAT THE COUNTY BOARD MAY TAKE ACTION ON  
ANY ITEM ON THE AGENDA**

**\*\*PLEASE NOTE TIME\*\***

**\*\* Presentations \*\***

### **Commendation to Supervisor Jamie Blom**

The following matters will be considered:

Call to Order.

Invocation.

Pledge of Allegiance to the Flag.

Opening Roll Call.

1. **Adoption of Agenda.**
2. **Comments from the Public:**
  - a. State name and address for the record.
  - b. Comments will be limited to five minutes.
  - c. The Board's role is to listen to public comments, and not to ask questions, discuss nor take action regarding public comments.
3. **Adoption of Minutes of December 13, 2017.**
4. **Announcements by Supervisors.**
5. **Presentation of Communications for Consideration:**
  - a. Late Communications.
6. **Appointments by County Board Chair and County Executive:**
  - a. Appointment of Theresa Rosik to the Nicolet Federated Library System Board of Directors.
  - b. Reappointment of Brown County Supervisor Corrie Campbell, Reappointment of Patricia Finder-Stone & Reappointment of Linda Mamrosh to the Transportation Safety Committee.

7. Reports of the:
  - a. County Board Chair.
  - b. County Board Executive.
8. Other Reports: (None)
9. Standing Committee Reports:

a) **REPORT OF ADMINISTRATION COMMITTEE OF JANUARY 10, 2018:**

1. Review minutes of:
  - a. Housing Authority (November 20, 2017). To approve.
2. Communication from Supervisor Linssen re: To allocate up to \$150,000 for a study on options for regional Fiber-to-the-Premises development. To refer to staff and bring back in February
3. Communication from Supervisor Linssen re: To amend Chp. 32 of the County Ordinances to include "gender identity" as a protected class for housing. To refer to staff (Corporation Counsel and Administration) to look at including gender identity in Chapter 32 but also tell them the implications of that addition.
4. Communication from Supervisors Evans, Lefebvre & Zima re: To review the policy, or to make a policy, that no member of any Board, Committee, Commission, or Task Force of Brown County to delete or modify comments from the public. Additionally, that said member does not take minutes for the meeting. To direct staff to draft a strongly worded policy related to taking of minutes that no member of any Board, Committee, Commission, or Task Force of Brown County can delete or modify except for the purposes of corrections.
5. County Clerk - Budget Status Financial Report for November 2017 (Unaudited). Receive and place on file.
6. Treasurer - Budget Adjustment Request (17-93): Any increase in expenses with an offsetting increase in revenue. To approve.
7. Treasurer - Budget Adjustment Request (18-08): Any increase in expenses with an offsetting increase in revenue. To approve.
8. Child Support - Budget Status Financial Report for November 2017 (Unaudited). Receive and place on file.
9. Child Support - Departmental Openings Summary. Receive and place on file.
10. Child Support - Request for approval for CSA Employee to accept Everyday Hero Award. To approve.
11. Child Support - Director Summary. Receive and place on file.
12. Technology Services - Budget Status Financial Report for November 2017 (Unaudited). Receive and place on file.
13. Technology Services Monthly Report. Receive and place on file.
14. Corporation Counsel - Proposed Absentee Voting Resolution (proposed resolution will be presented at meeting). To refer to the February meeting.
15. Resolution in Support of Assembly Bill 502 (proposed resolution will be presented at meeting). To approve. See Resolutions & Ordinances.
16. Corporation Counsel Report. Receive and place on file.
17. HR - Budget Adjustment Request (17-92): Reallocation of more than 10% of the funds original appropriated between any of the levels of appropriation. To suspend the rules to take Items 17, 19, 20, 21, 22 and 23 together.
18. HR - Ordinance to Amend Section 4.49 (Entitled 'Extra Pay') of Chapter 4 of the Brown County Code of Ordinances. To approve Item 18. See Resolutions & Ordinances.
19. HR - Budget Status Financial Report for November 2017 (Unaudited). Receive and place on file.
20. HR - Department Vacancies Report. Receive and place on file.
21. HR - Turnover Reports. Receive and place on file.
22. HR - Health & Dental Plan Reports. Receive and place on file.
23. HR Director's Report. Receive and place on file.
24. Dept. of Admin - Budget Status Financial Report for Levy Funded Departments – November 2017. To suspend the rules to take Items 24-27 together.
25. Dept. of Admin - Budget Status Financial Report for November 2017. Receive and place on file.
26. Dept. of Admin - Budget Adjustment Log. Receive and place on file.

27. Dept. of Admin - Director's Report. Receive and place on file.
28. Audit of bills. To acknowledge the receipt of the bills.

**ai) REPORT OF SPECIAL ADMINISTRATION COMMITTEE AND EDUCATION AND RECREATION COMMITTEE OF JANUARY 17, 2018:**

1. Library - Budget Adjustment Request (18-10): Any allocation from the County's General Fund. *Motions pending Special January 17, 2018 meeting.*
2. Library - Resolution Approving Budget Adjustment General Fund Transfer/Loan. *Motions pending Special January 17, 2018 meeting. See Resolutions & Ordinances.*

**b) REPORT OF EDUCATION AND RECREATION COMMITTEE - No Meeting Held in December.**

**c) EXECUTIVE COMMITTEE OF JANUARY 8, 2018:**

1. Review Minutes of: None.
2. Legal Bills - Review and Possible Action on Legal Bills to be paid. To pay the legal bills.
3. Communication from Supervisor Becker re: Form an ad hoc committee to examine redistricting process. To hold for one month.
4. Resolution re: A Change in Table of Organization for the Sheriff's Department Adding a Patrol Officer for the Village of Bellevue. To approve. See Resolutions & Ordinances.
5. An Ordinance Amending Sections 4.25 to 4.40 of Chapter 4 of the Brown County Code of Ordinances, and Creating Sections 4.401 to 4.405.
  - i. To approve; no vote taken.
  - ii. To strike "without regard to race, color, religion, gender, including transgender or gender identity status, sexual orientation, national origin, age, disability, genetic information, marital status, arrest and conviction record, amnesty or status as a covered veteran" from Section 4.25; no vote taken.
  - iii. To refer Section 4.25 to Corporation Counsel to make changes and bring back to the next Executive Committee meeting.
  - iv. That internal applicants interviewing for positions may utilize benefit time for interviews.
  - v. To approve Section 4.40, Nepotism. See Resolutions & Ordinances.
6. Ordinance to Amend Section 4.49 (Entitled "Extra Pay") of Chapter 4 of the Brown County Code of Ordinances.
  - i. To approve; no vote taken.
  - ii. To send back to appropriate committees to be discussed and make all department heads affected aware of this and then come back to Executive Committee. See Resolutions & Ordinances.
7. Ordinance to Amend Subsections 2.13(4)(h) and (i), and (5)(a) and (f) of Chapter 2 of the Brown County Code of Ordinances. To approve. See Resolutions & Ordinances.
8. Internal Auditor Report:
  - a. Board of Supervisors Budget Status Financial Report – November 2017 (Unaudited).
  - b. Review of Brown County Capital Fund (BCCF) NEW Eye Expenditures Listing Report.
  - c. 2017-18 Budget Carryover Request.
  - d. Status Update: December 1 – December 31, 2017.
    - i. To take Items 8a, b, c & d together.
    - ii. Receive and place on file Items 8a, b, c & d.
9. Corporation Counsel Report. Receive and place on file.
10. HR - Budget Status Financial Report for November 2017 (Unaudited). Receive and place on file.
11. HR - Department Vacancies Report. Receive and place on file.
12. HR - Turnover Reports. Receive and place on file.
13. HR - Health & Dental Plan Reports. Receive and place on file.
14. HR - Resolution re: Authority to Execute a 2018 Labor Agreement with the Brown County Electricians Bargaining Unit. To approve. See Resolutions & Ordinances.
15. HR - Resolution re: Authority to Execute a 2018 Labor Agreement with Brown County Human Services Professional Employees Association. To approve. See Resolutions & Ordinances.
16. Human Resource Director's Report. Receive and place on file.

17. Dept. of Admin - Director of Administration's Report. Receive and place on file.
18. County Executive's Report. Receive and place on file.

**d) REPORT OF HUMAN SERVICES COMMITTEE - No Meeting Held in December.**

**di) REPORT OF SPECIAL HUMAN SERVICES COMMITTEE OF JANUARY 17, 2018:**

1. Resolution re: Reclassification of a Community Treatment Program Worker Position in the Health and Human Services – Community Services Division Table of Organization. *Motion pending Special January 17, 2018 meeting. See Resolutions & Ordinances.*

**e) REPORT OF PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE - No Meeting Held in December.**

**ei) REPORT OF LAND CONSERVATION SUBCOMMITTEE COMMITTEE - No Meeting Held in December.**

**f) REPORT OF PUBLIC SAFETY COMMITTEE OF JANUARY 3, 2018:**

1. Review Minutes of:
  - a. Fire Investigation Task Force – Board of Directors (September 7, 2017).
  - b. Fire Investigation Task Force – General Membership (September 7, 2017).
  - c. Local Emergency Planning Committee (November 14, 2017).  
To take Items 1a, b & c together and receive and place on file.
2. Ordinance to Amend Section 4.49 (Entitled "Extra Pay") of Chapter 4 of the Brown County Code of Ordinances. To approve with updated fiscal impact provided at County Board. *See Resolutions & Ordinances.*
3. District Attorney Report. Receive and place on file.
4. Public Safety Communications - Budget Status Financial Report for November 2017 (Unaudited). Receive and place on file.
5. Public Safety Communications - Director's Report. Receive and place on file.
6. Emergency Management - Budget Status Financial Report for November 2017 (Unaudited). Receive and place on file.
7. Emergency Management - Director's Report. Receive and place on file.
8. Medical Examiner - Budget Status Financial Report for October 2017 (Unaudited). Receive and place on file.
9. Medical Examiner - 2017 Medical Examiner Activity Spreadsheet. Receive and place on file.
10. Medical Examiner - Discussion re: Tissue Donation Agreement. Receive and place on file.
11. Sheriff - Update on Jail Addition – *Standing item.* To refer to staff.
12. Sheriff - Review and consider Needs Assessment Proposals for Security Screening at the Brown County Courthouse. To hold for one month and request Judge Atkinson to attend.
13. Sheriff - Resolution in Support of Participating in the 2018 County-Tribal Law Enforcement Grant. To approve. *See Resolutions & Ordinances.*
14. Sheriff - Resolution Regarding a Change in Table of Organization for the Sheriff's Department Adding a Patrol Officer for the Village of Bellevue. To approve. *See Resolutions & Ordinances.*
15. Sheriff's Report. Receive and place on file.
16. Communication from Supervisors Sieber/Linssen/Becker: To include in the 2018 budget up to \$150,000 to RFP for services to find efficiencies in our criminal justice system. *Motion at November 29 Meeting: To hold for one month and ask representatives of the Criminal Justice Coordinating Board to attend the next meeting.* To hold for one month.
17. Communication from Supervisor Buckley re: Have the District Attorney's Office be prepared to have a discussion on potential offenses that can/could be sent to Municipal Court for action. To refer to staff and bring back at the April, 2018 Public Safety Committee meeting.
18. Communication from Supervisor Buckley re: Have parties involved in the EM-1 Process (Human Services) attend the Public Safety Committee meeting to give an update on streamlining the process. To hold for two months.
19. Communication from Supervisor Blom on behalf of Nicklaus Craig. Receive and place on file.
20. Audit of bills. To pay the bills.

**10. RESOLUTIONS & ORDINANCES:**

**Budget Adjustments Requiring County Board Approval**

- a. Resolution Approving Budget Adjustments to Various Department Budgets.

**Administration Committee**

- b. Resolution Supporting 2017 Assembly Bill 502 Regarding Additional Assistant District Attorney Positions. Motion at Admin: To approve.

**Administration Committee, Executive Committee and Public Safety Committee**

- c. Ordinance to Amend Section 4.49 (Entitled "Extra Pay") of Chapter 4 of the Brown County Code of Ordinances. Motion at Admin: To approve; Motion at Exec: By substitution: To send back to appropriate committees to be discussed and make all Department Heads affected aware of this and then come back to Executive Committee; Motion at Public Safety: To approve with updated fiscal impact provided at County Board.

**Special Administration Committee and Education & Recreation Committee**

- d. Resolution Approving Budget Adjustment General Fund Transfer/Loan. *Motions pending Special January 17, 2018 meeting.*

**Executive Committee**

- e. An Ordinance Amending Sections 4.25 to 4.40 of Chapter 4 of the Brown County Code of Ordinances, and Creating Sections 4.401 to 4.405. Motions at Exec: To approve; no vote taken; To strike "without regard to race, color, religion, gender, including transgender or gender identity status, sexual orientation, national origin, age, disability, genetic information, marital status, arrest and conviction record, amnesty or status as a covered veteran" from Section 4.25; no vote taken; To refer Section 4.25 to Corporation Counsel to make changes and bring back to the next Executive Committee meeting; That internal applicants interviewing for positions may utilize benefit time for interviews; To approve Section 4.40, Nepotism.
- f. Ordinance to Amend Subsections 2.13(4)(h) and (i), and (5)(a) and (f) of Chapter 2 of the Brown County Code of Ordinances. Motion at Exec: To approve.
- g. Resolution re: Authority to Execute a 2018 Labor Agreement with the Brown County Electricians Bargaining Unit. Motion at Exec: To approve.
- h. Resolution re: Authority to Execute a 2018 Labor Agreement with Brown County Human Services Professional Employees Association. Motion at Exec: To approve.

**Human Services Committee**

- i. Resolution re: Reclassification of a Community Treatment Program Worker Position in the Health and Human Services – Community Services Division Table of Organization. *Motion pending Special January 17, 2018 meeting.*

**Executive Committee and Public Safety Committee**

- j. Resolution Regarding a Change in Table of Organization for the Sheriff's Department Adding a Patrol Officer for the Village of Bellevue. Motion at Exec: To approve; Motion at Public Safety: To approve.

**Public Safety Committee**

- k. Resolution in Support of Participating in the 2018 County-Tribal Law Enforcement Grant. Motion at Public Safety: To approve.

**11. Closed Session: None.**

**12. Such other matters as authorized by law.**

13. Bills over \$5,000 for period ending December 31, 2017.
14. Closing Roll Call.
15. Adjournment to Wednesday, February 21, 2018 at 7:00 p.m., Legislative Room 203, 100 N. Jefferson Street, Green Bay, Wisconsin.

Submitted by:

A handwritten signature in black ink, appearing to read "Patrick Moynihan, Jr.", with a stylized flourish at the end.

Patrick W. Moynihan, Jr.  
Board Chairman

Notice is hereby given that action by the County Board of Supervisors may be taken on any of the items which are described or listed in this agenda. The County Board of Supervisors may go into Closed Session: Pursuant to Wis. Stats. § 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.



## **BROWN COUNTY LIBRARY**

515 PINE STREET  
GREEN BAY, WISCONSIN 54301-5194

PHONE (920) 448-5810  
FAX (920) 448-4364

**BRIAN M. SIMONS**  
EXECUTIVE DIRECTOR

Simons\_BM@co.brown.wi.us  
www.browncountylibrary.org

### **BROWN COUNTY LIBRARY BOARD**

#### **Central Library**

**515 Pine Street, downtown Green Bay**

**Thursday, January 18, 2018**

**5:15 p.m.**

#### **AGENDA**

1. Call to Order
2. Approve Agenda and Minutes
3. Communications and Open Forum for the Public
4. Annual Election of Officers
  - A. President
  - B. Vice President
  - C. Secretary
  - D. Financial Secretary
5. Library Business
  - A. Finance Report, Bills and Donations
  - B. Discussion and Possible Action Regarding ½ % sales tax
6. Facilities
  - A. Facilities Report
    1. Update Regarding Performance Contract
  - B. Capital Projects and Facilities
    1. Discussion and Possible Action Regarding Pulaski Library Printery Building Funding
    2. Discussion and Possible Action Regarding East Branch
  - C. Discussion and Possible Action Regarding Naming of Library Spaces (Naming Rights Policy)
    1. Harold Kaye
    2. New Facilities Fundraising
7. Discussion Regarding Personnel Pay for Performance
8. Discussion Regarding Division of HR Duties
9. President's Report
10. Library Director's Report



11. Old Business

12. Such Other Matters as are Authorized by Law

13. Adjournment

*Any person wishing to attend the Library Board Meeting who, because of a disability requires special accommodations, should contact the Brown County Library at 448-4400 at least one working day in advance of the meeting so that arrangements can be made.*

*Notice is hereby given that action by the Library Board may be taken on any of the items which are described or listed in this agenda.*

A handwritten signature in dark ink, appearing to read 'M. Meli', with a stylized flourish at the end.

Marissa Meli  
Library Board President



# JANUARY 2018

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 <i>County Board Office Closed</i>	2	3 Public Safety 11:00 am	4	5	6
7	8 Executive Cmte 5:30 pm	9	10 Admin Cmte 6:15 pm <i>*Note Date</i>	11 Criminal Justice Coordinating Board 8:00 am	12	13
14	15	16 Veterans Recognition Subcmte 4:30 pm	17 Mental Health Ad Hoc 12:00 pm Spec Ed & Rec 5:30 Spec Admin/Human Srvc 5:30 <b>Board of Supervisors</b> <i>6:00 pm</i>	18	19	20
21	22 Land Con 6:00 pm PD&T 6:15 pm	23	24 Human Services 5:30 pm	25 Ed & Rec 5:30pm	26	27
28	29	30	31			

## **BROWN COUNTY COMMITTEE MINUTES**

- Board of Health (November 14, 2017)
- Criminal Justice Coordinating Board (November 9, 2017)
- Housing Authority (December 18, 2017)
- Mental Health Ad Hoc Committee (November 15, 2017)
- Neville Public Museum Governing Board (January 8, 2018)

**To obtain a copy of Committee minutes:**

[http://www.co.brown.wi.us/minutes\\_and\\_agendas/](http://www.co.brown.wi.us/minutes_and_agendas/)

**OR**

**Contact the Brown County Board Office or the County Clerk's Department**

**PROCEEDINGS OF THE BOARD OF HEALTH MEETING  
TUESDAY, NOVEMBER 14, 2017  
5:30 PM**

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**Present:** James Crawford, Susan Molenaar, Karen Sanchez, Richard Schadewald, Jay Tibbetts, Joe Van Deurzen

**Excused:** None

**Staff Present:** Eric Pritzl, Anna Destree, Rob Gollman, Kris Kovacic, Patti Zich (minutes recorder)

**1. Call to Order, Welcome, Introductions and Resignation**

Chairman Richard Schadewald called the meeting to order. There is currently a vacancy on the board with Harold Pfothhauer having resigned.

**2. Approval / Modification of the Agenda**

**MOTION:** To approve agenda.

Van Deurzen / Crawford

**MOTION CARRIED.**

**3. Approval of Minutes of meeting of September 26, 2017.**

**MOTION:** To approve Amended Proposed Minutes submitted by James Crawford.

Crawford / Van Deurzen

Discussion amongst the board members regarding minutes submitted by minutes recorder, Patti Zich and Amended Proposed Minutes submitted by James Crawford. Mr. Crawford indicated the Amended Proposed Minutes are a summary of the draft submitted by Patti Zich. Mr. Crawford stated in a previous motion that the minutes should not be verbatim.

**MOTION:** To suspend the rules to hear from interested parties.

Tibbetts / Molenaar

**VOICE VOTE TAKEN:** Ayes: Tibbetts, Molenaar, Schadewald. Nays: Van Deurzen, Sanchez, Crawford

**MOTION FAILED**

There was further discussion amongst the board members regarding the previous motion.

**VOICE VOTE TAKEN ON ORIGINAL MOTION:** Ayes: Van Deurzen, Sanchez, Crawford. Nays: Tibbetts, Molenaar, Schadewald

**MOTION FAILED**

**MOTION:** To approve minutes submitted by Patti Zich.

Tibbetts / Molenaar

**VOICE VOTE TAKEN ON ORIGINAL MOTION:** Ayes: Van Deurzen, Sanchez, Tibbetts, Molenaar, Schadewald. Nays: Crawford

**MOTION CARRIED.**

**4. Presentation by Kris Kovacic – Tobacco's Disproportionate Burden**

Kris Kovacic presented a PowerPoint presentation entitled Tobacco's Disproportionate Burden. Kris explained and provided data how certain populations, including the homeless, members of the military, racial and ethnic populations, low-income individuals, the LGB community, those with mental health or substance abuse conditions, are disproportionately affected by tobacco use. Kris explained possible 2018 initiatives such as smoke free environments in community parks and campuses.

Erik Pritzl indicated for the mental health population, when people are admitted to inpatient at the CTC they are required to screen for tobacco use and if they are interested, they will work with them on cessation products while they are there. He indicated on the outpatient side he suggested that Kris talk with the behavioral health manager see what information sessions we could do there.

**5. Comments from the Public**

- a. **State name and address for the record**
- b. **Comments will be limited to five minutes**
- c. **The Board's role is to listen and not discuss comments nor take action on those comments at this meeting.**

James Vanden Boogart, President, Brown County Citizens for Responsible Wind Energy (BCCRWE), Holly Mor Road, Greenleaf. Jim stated BCCRWE is meticulously careful about documenting everything they submit to the Board of Health. Jim indicates his group's purpose is to advocate for responsible wind siting.

William Acker, Acker & Associates, Nicolet Drive, Green Bay. Bill stated he takes great effort to make sure anything he provides at meetings is the most accurate information and is thoroughly reviewed. He states if he cannot support the information, he will not submit.

Barbara Vanden Boogart, Vice President, Brown County Citizens for Responsible Wind Energy (BCCRWE), Holly Mor Road, Greenleaf, WI. Barb indicated they are meticulous in their research and spend hundreds of hours because of their passion to protect the people. She indicated the people that support them are citizens in Brown County who are affected by this and they do not have a corporation supporting them.

**6. Community Health Assessment update**

Anna stated this was an assessment to gauge from the community members present what they felt our health priorities were using the data presented that day. Anna indicated the Green Bay Press Gazette published an editorial on November 5, 2017, which they asked for feedback/comments on the health issues selected and what the public sees as priorities. Anna is waiting for the results of those comments. The priorities selected were Drug and Alcohol, Obesity/Physical Activity and Nutrition, Mental Wellness Framework, Mental Health, Environmental Health, Obesity/Physical Activity, Create a Culture of Safety, and Oral Health. Mr. Schadewald would like regular reporting on these priorities. Anna will bring that request back to the steering committee.

**7. Rat Pass Through Grant Discussion**

Anna stated at the County Board meeting it was proposed and accepted that \$5,000 would go into Public Health's budget for rat abatement. The Board of Health members had many unanswered questions as to how this pass through grant would be handled. Erik Pritzl will look further into what was specifically asked of Brown County. Rob Gollman stated most municipalities deal with vector control. They have trained individuals, usually in their housing inspection division, that deal with property maintenance issues, eliminating harborage conditions and also eliminating the food source, such as trash, bird feeders, dog dish, etc. Rob states it is not the health department that develops a vector control program it is the municipalities.

**8. Environmental Division update**

Rob states next year we will be billing through our inspection software. Rob stated licensing revenues are on track. There are two Department of Agriculture Trade and Consumer Protection Administrative rules that are open, Chapter ATPC 74 (Administrative Rule that regulates local agents) and Chapter ATPC 75 (Administrative Rules that regulate licensing and inspection of retail food establishments). Rob stated the framework for our ServSafe certification program has been established for rollout in 2018. Rob stated a few challenges in 2018 will be 2017 Assembly Bill 507 which will allow minors to operate temporary stands without a permit or license.

**9. Nursing Division update**

Ann Steinberger was not present and provided a written report.

**10. Health Officer's Report**

Anna stated one of the 2018 initiatives is a quality improvement plan which is a step towards accreditation. In an upcoming meeting, Anna will give a presentation sharing our plan to become nationally accredited. Anna commended staff and gave a report on the foodborne outbreak at the farmers market and how the stand and vendor were identified for causing the outbreak.

**11. Receive new information on wind turbines – Standing Item**

William Acker submitted "A Comparison of Two Wind Turbine Projects" dated Nov. 14, 2017, which shows side by side comparisons with the Shirley Wind Project and Hardscrabble Project in Herkimer County, New York. Mr. Acker stated there is a court case which is in the final stages of settlement in the Hardscrabble Wind Power Project.

Jim Vanden Boogart – Jim Vanden Boogart submitted a paper entitled "Wind Turbine Syndrome: The Impact of Wind Farms on Suicide," by Eric Zou dated October 2017, which he read the Abstract to the Board of Health. Jim also submitted a letter dated November 14, 2017 to the Board of Health members. Included in that letter is a reproduced draft of a letter Duke Energy submitted to Brown County Board of Supervisors dated 9-20-17 which is represented on the left side of the page. On the right side of the page, Jim Vanden Boogart has written his concerns regarding information contained in that letter, which he read to the Board of Health.

Jim Crawford had concerns with Robert Rand's letter submitted on October 17, 2017 to the Brown County boards in which Mr. Rand criticizes Duke Energy, Dr. McCunney and the Health Canada study, specifically when reviewing his field notes while at Shirley Wind in 2012 and his September 12 public comments of this year. Mr. Crawford thinks the Board should follow up on the suggestion of Dr. McCunney that the Board have them see their physician and find out the true problem.

Dr. Tibbetts indicates people have gone to their doctor and their doctors' say universally they cannot find anything. Dr. Tibbetts states he has been to Dave Enz's property on numerous occasions and has witnessed a number of things that are unusual and documented. He states you will not find that in the office and very few physicians will go out and spend time observing what is going on.

**12. Correspondences**

Patti indicated Robert Rand submitted two letters, one on October 17, 2017 and the second dated October 20, 2017 which is a corrected copy of the October 17, 2017 letter. Harold Pfotenhauer submitted his resignation letter on October 5, 2017, effective immediately.

**13. All Other Business Authorized by Law**

Mr. Schadewald addressed the conduct of all parties at Board of Health meetings. He would like future meetings to remain factual and with due respect.

**14. Adjournment / Next Meeting Schedule**

MOTION: To adjourn meeting at 8:02pm

Van Deurzen / Crawford

MOTION CARRIED

**NEXT MEETING: January 9, 2018 5:00 PM**

**PROCEEDINGS OF THE BROWN COUNTY  
CRIMINAL JUSTICE COORDINATING BOARD**

Pursuant to Section 19.84 Wisconsin Statutes, a regular meeting of the Brown County Criminal Justice Coordinating Board was held on November 9, 2017 at 8:00 am in the Truttman Room of the Brown County District Attorney's Office, 300 East Walnut Street, Green Bay, Wisconsin.

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**Present:** Chair Judge Walsh, Citizen Representative Tim Mc Nulty, Health and Human Services Director Erik Pritzl, Jail Captain Larry Malcomson, Family Services Representative Angela Stueck, Supervisor Joan Brusky, Supervisor Pat Evans, Supervisor Pat Buckley, TAD Grant Coordinator Mark Vanden Hoogen, District Court Administrator Tom Schappa, Clerk of Courts John Vander Leest, Public Defender Tara Teesch, District Attorney David Lasee, Judge Zuidmulder, Probation and Parole Representative Jennifer Hornacek, Citizen Representative Bob Srenaski (telephonically).

**Excused:** Sheriff John Gossage

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**1. Call Meeting to Order.**

The meeting was called to order by Chair Walsh at 8:00 am.

**2. Approve/Modify Agenda.**

Motion made by Joan Brusky, seconded by Pat Evans to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

**3. Approve/modify Minutes of September 21, 2017.**

Motion made by Joan Brusky, seconded by Pat Evans to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

**4. Jail Population Numbers (Larry Malcomson).**

Jail Captain Larry Malcomson informed the jail is currently at 92% capacity and there are 70 inmates being shipped out. Supervisor Evans asked if 92% is considered full capacity. Malcomson responded that the National Institute of Corrections recommends a jail be at 86% capacity for optimum efficiency. When the capacity gets down to about 90% the Sheriff says to bring some inmates back. Evans also asked about arrests made at Packers games and how long those people are kept in jail. Malcomson said unless the offense is very egregious, typically those people are kept in jail overnight and then go to municipal court first thing the following morning.

Motion made by Pat Evans, seconded by Joan Brusky to receive and place on file. Vote taken. **MOTION CARRIED UNANIMOUSLY**

**5. Recommendations from prior meetings: DA positions and Criminal Justice Department.**

Judge Walsh informed the recommendation of this Board to add additional ADAs was not approved by the County Board. District Attorney David Lasee said the concerns expressed included that it is really the State's obligation to fund additional positions. He also noted there was a request for clarification and more study as to how adding positions will directly affect the jail population and there was a call to this Board to start to consider some of the larger picture concerns of the judicial system that affect efficiencies. Lasee feels staffing in the DA's office is a big part of that and does put a strain on the rest of the system and is at least one of the stress points in the overall system that creates some of the problems. He understands the County Board's position in wanting some clarification and further study before substantial resources are spent on something that is primarily the State's issue.

Judge Zuidmulder added that he was an advocate for this because his whole public career has been spent trying to solve problems instead of simply looking at problems. He said as the messenger on this issue he has been subject to some abuse which is unfortunate, but does not change his beliefs or how he intends to proceed. When the efficiency of the system is questioned, people become very defensive about their part in the system and take it personally which is something he was not expecting. Judge Zuidmulder continued that when he first brought this to this Board's attention, there were 126 people in the jail awaiting trial and in the last 90 days that number has been reduced to 84. The issue going forward is that the Sheriff's Department is spending a significant amount of money every month shipping inmates out.

Judge Zuidmulder continued that funds were appropriated for the Sheriff's Department to ship 48 inmates out per month. If every month there is 70 inmates being shipped out instead, there will be a \$414,000 shortfall. At a minimum, this Board and the stakeholders should demand that the system explain why the 48 inmate limit cannot be reached. One of the consistent problems is that the jail cannot provide a breakdown of the categories of people in the facility. He acknowledged that nothing can be done with those who are sentenced to be there, but there are other categories such as those sitting on bail that can be affected by how effectively the court system, Public Defenders Office and District Attorneys' Office are operating. He would also like to look at the timelines of other categories such as federal safe keepers and revocations and what can be done to make the timelines better. Judge Zuidmulder believes the system is underfunded and under resourced, and he is committed to continue to try to request the system to do the very best job it can and target the goal of reducing the shipping number by looking at the categories.

Evans appreciated what Judge Zuidmulder said and noted he spoke with some of the other County Board members after the budget meeting. Some of the observations were that it was the State's job to fund these positions. The one thing Evans found interesting was that Supervisors said the Criminal Justice Coordinating Board recommended two additional ADA positions, but then at Public Safety Committee, the number changed to three ADAs which created some confusion. Evans heard comments that if the number would have stayed at two positions, there may have been some support. The other issue Evans heard was that the Criminal Justice Coordinating Board never takes a position on things. He agreed and said all of the key players are on the Board and if this Board could show they have researched an issue and then took some action by making a motion setting forth their specific recommendations, there may be more support. Evans continued that the County Board seemed a little worried that there was not buy-in from the judges on the additional ADA positions. He feels the County Board would like this Board to take a firm position and show that there is buy-in from everyone, including the judges.

Supervisor Brusky said it seems to her that the CJC Board is not all on the same page and there are varied opinions. She felt Board members wanted more study and there was some concern that this came up somewhat at the last minute. She is personally very unhappy about lacking the ADA positions from the State and she feels the rest of the County Board feels the same way. Brusky provided some data she compiled with regard to this issue, a copy of which is attached. She continued that Representative Andre Jacques currently has a bill in the legislature which a number of people have signed onto. She contacted the four local legislators that have signed onto this and thanked them for supporting the bill. She also called her Senator as well as her Representative in the Assembly who did not sign on and had a significant conversation and it was then indicated that the Representative would take another look at this. He advised Brusky that his rationale for not signing was that this had been discussed during the budget hearing and they did not get support and doing it now is not the proper way to handle this. Brusky said she advised the Representative that Brown County needs help and that she had put forth a proposal at the November 1 County Board meeting for a Resolution in support of this bill, number 502, and that she would be going before the Public Safety Committee as well as the Executive Committee and would also talk about this at the County Board meeting in December. She will be urging her fellow Supervisors to let their constituents know when they go door to door that the State legislature is causing the problem of the DA shortage by not appropriating funds. This seemed to get the Representative's attention and he advised Brusky that the Board not approving the ADA positions looked like a lack of concern. Brusky



told him that was not the case at all and there are many people concerned. She also told the Representative about a personal conversation she had with Sheriff Gossage and the Representative advised her that he would like to talk to the Sheriff about this as well.

Brusky continued by outlining the information she passed out which shows what each County currently has for DAs and what is needed. She told her Representative she knew there was \$15 million dollars available due to the vetoes by the Governor which would make money available. Brusky said she also talked to the author of the bill, Andre Jacque, who said that although the bill said the additional positions would be slated for January 1, 2019, if the right things came together, these positions, or even more, could happen in January, 2018. Brusky would like all of the Supervisors to contact their legislators and let them know the County's position. She advised her Representative that she was going to make this a high priority when she is out campaigning.

Judge Zuidmulder applauded Brusky's efforts and Clerk of Courts John Vander Leest said the State legislative session will end in March, so this has to get going quickly. He is on the legislative committee for the Clerk of Courts Association and they have found the State is taking more money from the small claims filings than they actually need and this is going to the general fund instead of the court system fund where it should be. He feels there would be money available for these ADA positions, but it would have to be found in some other pot. He said the State likes to play games where they have a certain fee and give a portion to where it should be going, but then put the rest in the general fund.

Supervisor Pat Buckley said he was one of the Supervisors that voted against adding the additional positions. He said the amount budgeted by the Sheriff for the jail is based on averages and is typically underfunded each year. The Sheriff is then tasked to make those funds up from somewhere else in the budget. In the past several years the Sheriff was giving money back to the general fund, but this year that will not be the case. Buckley continued that the reason he did not support the proposal for additional ADAs is that it came to the Public Safety Committee in a whirlwind with no real plan. He continued that currently the County funds two ADA positions; one for the Drug Task Force that was supposed to be a temporary position and another one that was intended to help clear out the back log at the DAs office, but now both of these positions are in the County's table of organization. Before additional positions are added to the table of organization under the premise of clearing out the backlog at the DA's office, Buckley would like to see more of a roadmap as to how this will be done. He added that he has talked to the Public Defenders' Office on this and was advised that that office did not have funding to address more cases.

Tara Teesch of the Public Defenders' Office said it is not clear to her how the defense side would be affected if three additional positions were funded and if there would be a plan in place for that. She feels this is something that needs to be considered if the goal is to get people moving through the system because the defense side would have to deal with the same problem the DA's office is facing. This is something that has not been discussed. Judge Walsh said everyone on this Board has a regular job that does not include jumping on study committees on how to make the whole justice system better. He said he did mention to Jeff Cano of the Public Defenders' Office that it is important to have someone from the Public Defenders' office attend these meetings because all of the people that are interested in things the Public Defenders' Office suggests are present.

Judge Walsh continued that Mark Vanden Hoogen, at the direction of this Board, has been speaking with Bernie Vetrone of Outagamie County to come up with a proposal that may work on some of the issues in the justice system, including looking at the issue of people sitting in jail on bond and trying to get some uniformity in what the judges and court commissioners are doing with bail.

Judge Zuidmulder said there are a number of stakeholders who have provided information on these issues, but it was a lot of different information which resulted in a whole lot of confusion. He made it clear that he does not represent the judges and nobody should say that he or Judge Walsh speak for the judges. The next time we have a policy issue,

Judge Zuidmulder feels we have to put out what we wish to adopt and all of the stakeholders need to take the information back to the head of the agency and then come back and let the Board know if they support it or not. He does not want to get in the situation again where he is wrongly criticized for claiming that all of the judges supported this because he does not recall ever saying that. Judge Walsh added that this Board has been looking at this issue almost as long as he became the Chair in 2013. One of the reasons the issue got moving so quickly was because of the minutes that were sent to him of the Public Safety Committee for answers and recommendations were demanded. Those recommendations were made based on what was known.

Buckley said there is more to this than just the expense of adding three additional ADAs. The fiscal impact also affects the Public Defenders' Office, witness fees, jury fees and additional court security. The original proposal went from a few hundred thousand dollars to almost \$850,000. Lasee said there was no way there was going to be 60 more trials because only 1% of cases go to trial so there was not going to be \$300,000 more in expense. This is something that needs to be vetted.

Mark Vanden Hoogen provided a handout, a copy of which is attached, that explains what he is looking at with Bernie Vetrone of Outagamie County. He said there are a lot of things that Brown County has been doing that are fragmented out into different areas. He referred to the court services and said they currently fall under the behavioral health area. The proposal would be to elevate court services up along with the other divisions in the Health and Human Services Department as shown on the last page of the handout. The court services division would then be broken down into three areas: treatment courts, pre-trial services and re-entry services. Judge Walsh said this has all come about from Bernie Vetrone's presentation to this Board several months ago about Outagamie County's Criminal Justice Department.

Vanden Hoogen continued that all of Outagamie County's programming falls under one department, with the exception of most of the treatment courts. The proposal in Brown County would be for all of the treatment courts to fall under the court services division. Vanden Hoogen said currently Brown County has four treatment courts in the budget, with another one being proposed in 2018. The current treatment court assistant position would transition to the overall department. The County also has a day report center program which is contracted out to an outside agency, a diversion program that Vanden Hoogen is currently running and a jail re-entry services liaison that works with individuals in the jail. Three of these services currently fall under different areas.

Vanden Hoogen said the new positions that would round out the department are a bail assessment case manager that would be in the jail doing screenings of all newly booked inmates for the purpose of determining the likelihood of any future crimes and the likelihood of attending future court dates. As mentioned in the past, this would be a tool used by the Court Commissioners and Judges, but would not take away from their discretion through their experience and training and they would still be making the final decisions on bond. The next position would be a diversion case manager and this position would be able to work with a higher case load than Vanden Hoogen is able to. This position could serve about 200 individuals with low risks and low needs. A court services manager would also be added to oversee all of these operations. These positions are all explained more fully in the handout and would round out the court services division and bring all the pieces into one department.

With regard to the court services manager position, Health and Human Services Director Erik Pritzl asked if this position would be taking the place of the TAD grant supervisory position and elevate it up, or if there would still be a supervisory position for that direct service coordination. Vanden Hoogen said he is currently filling the TAD grant supervisory position and it is his opinion that a court services manager could do what Vanden Hoogen is currently doing as well as overseeing the rest of the departments. Pritzl said some of these functions are currently housed under behavioral health and the proposal to form a court services division would take all of the various pieces and bundle them together into one area and pull them out from behavioral health. He explained that as the programming

is growing it does not make sense to have these under behavioral health because it is not behavioral health type of programming.

Judge Walsh said one of the things he sees as being very helpful would be to have someone to go out to the jail to do some assessments for risk to help the Commissioners and Judges set appropriate bail because there are a lot of people sitting at the jail on low cash bonds that they cannot make and they end up sitting there until trial which could take several months. Risk assessments could assist the court in setting consistent bail and perhaps some of the people could be released using the day report center. The DA has shared in the past that Brown County is very high in the level of bonds being set compared to other jurisdictions in the State. Having a risk assessment would help address one of the issues we are seeing of people sitting in the jail pre-trial who could be released.

Vanden Hoogen said in Outagamie County, 90.2% of individuals involved in their programming made it to their court appearances and 86.9% did not have any new charges. Those numbers are impressive and he feels this could help the overall flow of our own system. Judge Walsh noted there was a subcommittee formed in the past to try to study what an appropriate tool would be that could be used to do this work. They ultimately picked a tool and it is something that Outagamie County is going to be using as well. It is a free tool, but someone would need to be trained on how to utilize it. The committee ground to a halt because they didn't know where to go from there, whether it be to recommend hiring someone just to do this, or ask the day report center to take on the additional task or something else. This is a perfect example of how this Board is a very difficult tool to use to conduct all this detail and minutia work on a topic. He feels things are being looked at in a piece meal fashion and said the process Vanden Hoogen is describing may be an appropriate way to attack overall issues.

Judge Walsh recalled that Citizen Representative Bob Srenaski brought up in the past that there are a lot of different silos in the justice system that need to be looked at to see the problem completely. He is not suggesting the next step is to rush to the Public Safety Committee to try to jam this through. He said if anyone is interested in having someone come to address us on these issues, he will find someone to come and talk about bail assessment or diversion programs or anything else that we would like to study further so that when it is time to get this in front of the people that will be voting, we can let them know that we looked at this in great detail and can explain it.

Lasee referenced the court services manager position and indicated that that position would have to have the time to take ownership for some of the big picture issues because it would ideally be the person we go to when part of the system is not working so that position can go out and find out what is working elsewhere and bring information back. This is not something that can be done under the current structure because the current grant coordinator/TAD coordinator has too much work. Lasee continued that Bernie Vetrone is in that role in Outagamie County and his position is really geared toward addressing the big system issues. Lasee wants to be sure the court services manager could do supervision of everyone in the department as well as the big picture items because his view is that one of the key components of having a court services division is having a person whose job it is to come back to this committee with information.

Vanden Hoogen said that having a court services division is the model that a lot of counties are going to around the state. There are currently eight pilot programs going on in the state that are implementing this structure. All the information he has received to date shows that this model is effective. Both Outagamie County and Dane County are already doing this so there would be resources to talk to if this Board wants or needs additional information.

Judge Walsh feels a court services division would provide more of a global view of things. He used the diversion program which is not as robust as we hoped it would be as an example. The type of system Vanden Hoogen is talking about may help increase the number of people that are diverted out of the criminal justice system. Vanden Hoogen said at this time he does not have the time to fully work with the individuals in the diversion program, but said the

program does make an impact and helps rehabilitate the low risk offenders to keep them from becoming high risk offenders.

Judge Walsh noted that Outagamie County has a Justice Department and asked how some of these programs ended up under behavioral health in Brown County. Pritzl said he does not think it was set in stone to be that way. When he was talking to Vanden Hoogen about this, they looked at what the structure and org chart would look like and then show it is nested within Human Services. If it is the desire of this group to carve that out and become its own department, that is something that can be recommended and endorsed. Pritzl does not want this stuck at the sub behavioral health level where it does not make a lot of sense. It is growing to the point where it is too much under behavioral health but it is also not aligned that well with the program area. Evans noted the County also needs to be sure they are in compliance with the State with regard to how we are managing our services. We cannot have something labeled behavioral health when it is clearly not because that is a violation and disservice of the people being treated. The first thing to determine is if this position is justified and then we would have to find the right department or area in the County where it should be labeled.

Pritzl said if the philosophy of the County is more of a treatment coordination aspect, it may be best to leave this with Health and Human Services. On the other hand, if the goal is to emphasize criminal justice and look at bail and things like that, then it may be better suited being its own department. Pritzl said it just depends on the philosophy and what the County wants to look like in terms of presenting this to the public. He does not have a problem with this falling under Health and Human Services; he just does not want it under behavioral health. Evans asked what the dollar amounts associated with this are. Vanden Hoogen said he has been exploring this with Pritzl and there are some options that they are looking at.

Judge Walsh asked if there are any particular aspects of this that anyone would like to have more information on and if anyone would like to have Bernie Vetrone come back and talk and answer questions. Buckley suggested scheduling this for an evening Public Safety Committee meeting to allow other Supervisors to attend and have their questions answered rather than trying to explain things to them on the Board floor. He would like as many Supervisors as possible to hear about this. Pritzl said he would like to include the Human Services Committee in that meeting as well. Evans noted the County budget was just passed, so we need to figure out where the money is going to come from for this proposal as the County Board will likely meet this with some pushback. Buckley suggested we put together a full package including this proposal as well as the addition of several ADAs and present it as one total package. Judge Walsh noted there does seem to be some disagreement as to what issue should be pushed first. Judge Walsh and Lasee had a discussion on this and feel this issue may be even more important than the Assistant DA issue. Lasee said if we are looking at issues that are important to efficiency in the justice system, this is probably more important. If we want an effective system change to make the system more efficient, his personal opinion is that this would make that happen more than adding positions. Buckley said perhaps a combination of this program plus the addition of one ADA instead of three may be more palatable.

Citizen Representative Bob Srenaski (appearing telephonically) recalled the discussion about the three ADAs and this discussion about new organization and the comments always seem to come down to finding out if there is money in the budget. What he comes away with is if we do not put this in the context of an overall system that tells the people who we want to approve it what they are going to get as a result of these changes or additions, it will not go anywhere, like it did not go anywhere in the Public Safety Committee because they were not part of a complete vision of what the system could do. In order to be able to see it go anywhere, we have to get down to the dollars and cents. The problem we are addressing is inefficiency of the system, and, more importantly, too many people in the jail for too long. If we want to solve this, we have to put it in the context of how we are going to reduce that and put the numbers to the reduction. We have to justify the cost by showing we are going to save money or at least make it much more efficient. This was not done with the ADA proposal and that is why that fell apart and Srenaski believes this proposal will fall apart the same way. He said the ideas being discussed are great ideas and he feels they will

have an impact, but we need to dollarize the impact and quantify it and then be able to sell it to the Public Safety Committee and County Board. Judge Walsh agreed and said it all seems to come back to good jail numbers.

Judge Walsh said we will hopefully be able to look at some preliminary numbers at the next meeting and then we can talk about making a presentation to the members of the oversight Committees and then the full County Board. Buckley suggested presenting the proposal at a joint Public Safety and Human Service Committee meeting and then it will move on to the full County Board.

**Motion made by Joan Brusky, seconded by John Vander Leest to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

**6. Treatment Courts: (Mark Vanden Hoogen, Judge Walsh, Judge Zuidmulder).**

With regard to the treatment courts, Buckley asked if there is any work being done to search out grants. He feels it would be helpful for the County to have someone available to look at grants within the system. Judge Walsh indicated that Vanden Hoogen does this. Vanden Hoogen said the treatment courts currently have a \$174,000 State grant that helps cover his position, drug testing and the heroin court case manager. There are a lot of grants out there and he continues to look and if there are grants that we can meet the requirements of, he will definitely pursue it. Pritzl added that the issue of grants has come up at different meetings as well and the County used to have a position to do this, but no longer does.

Vanden Hoogen reported the treatment courts are going well and there have been a lot of graduations and movement through the courts. There are new people coming in, but the numbers are not exactly where he would like to see them. This year 25 individuals have completed the various courts which is the highest number they have had and they are working on filling the spots that those graduates have left.

**7. OWI Court (Judge Zuidmulder).**

*This item was not specifically discussed at this meeting.*

**8. Future Agenda items, if any.**

*This item was not specifically discussed at this meeting.*

**9. Such other matters as authorized by law. None.**

**10. Adjourn.**

**Motion made by Joan Brusky, seconded by Pat Evans to adjourn at 9:02 am. Vote taken. MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Therese Giannunzio  
Recording Secretary

**FINAL 2012-2014 DISTRICT ATTORNEY OFFICE WORKLOAD ANALYSIS**

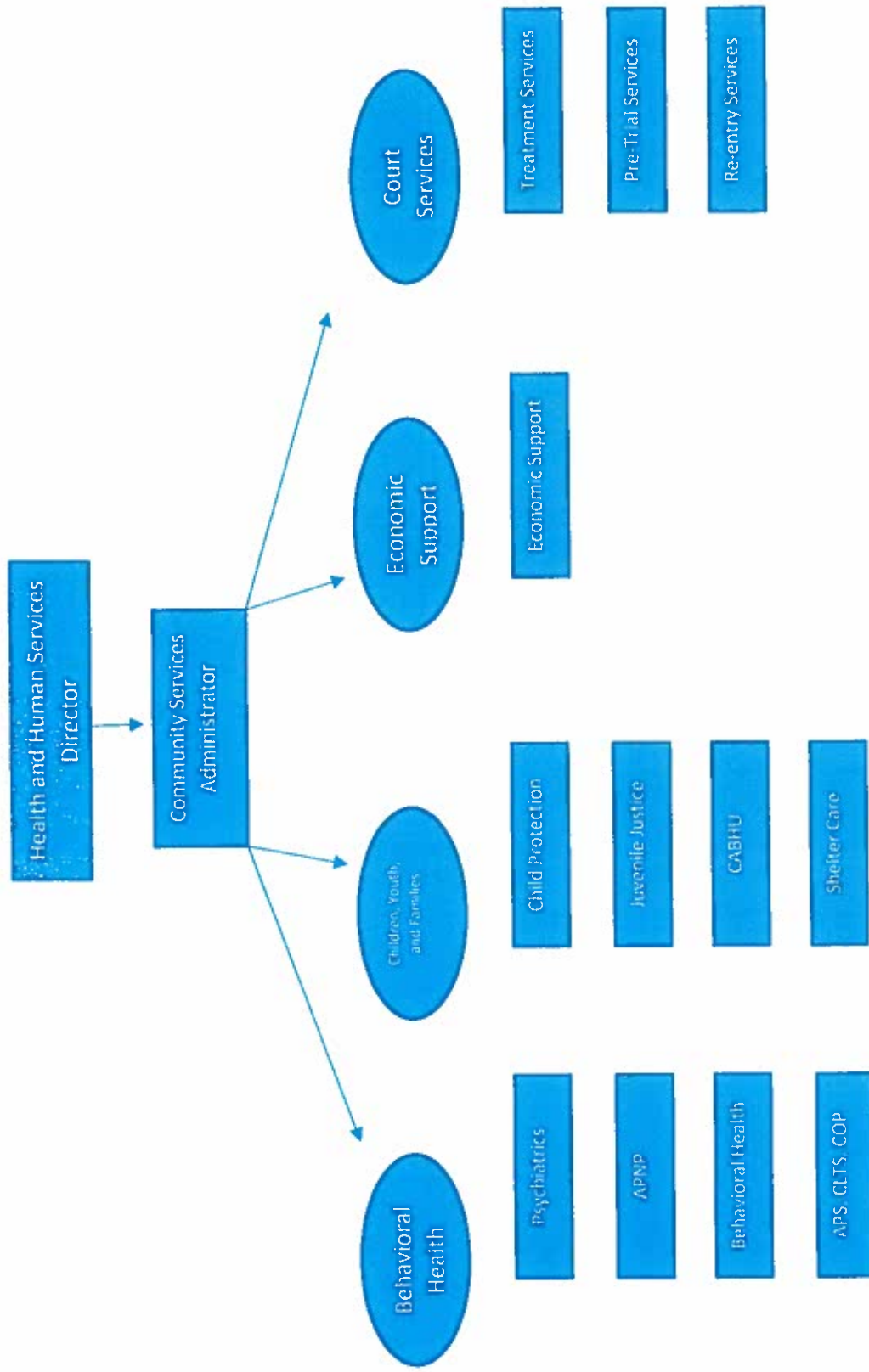
	7/20/16 GPR- Funded FTE Positions*	7/20/16 Program Revenue- Funded FTE Positions*	7/20/16 Total FTE Positions*	Additional FTE Needed	Estimated Total FTE Needed	Additional FTE Needed as a % of 7/20/16 GPR- Funded FTE	Additional FTE Needed as a % of 7/20/16 Total FTE	GPR-Funded FTE as a % of Estimated Total FTE Needed	Total FTE as a % of Estimated Total FTE Needed
DA Office									
Adams	1.20		1.20	1.36	2.56	113.33%	113.33%	46.88%	46.88%
Ashland	2.00		2.00	0.87	2.87	43.50%	43.50%	69.69%	69.69%
Barron	3.00		3.00	3.22	6.22	107.33%	107.33%	48.23%	48.23%
Bayfield	1.00		1.00	0.90	1.90	90.00%	90.00%	52.63%	52.63%
Brown	12.00	1.00	13.00	11.46	24.46	95.50%	88.15%	49.06%	53.15%
Buffalo	1.00		1.00	0.61	1.61	61.00%	61.00%	62.11%	62.11%
Burnett	1.25		1.25	1.95	3.20	156.00%	156.00%	39.06%	39.06%
Calumet	2.00		2.00	1.01	3.01	50.50%	50.50%	66.45%	66.45%
Chippewa	5.00		5.00	1.49	6.49	29.80%	29.80%	77.04%	77.04%
Clark	2.00		2.00	0.56	2.56	28.00%	28.00%	78.13%	78.13%
Columbia	4.75		4.75	3.32	8.07	69.89%	69.89%	58.86%	58.86%
Crawford	1.00		1.00	-0.25	0.75	-25.00%	-25.00%	133.33%	133.33%
Dane	26.85	3.00	29.85	3.21	33.06	11.96%	10.75%	81.22%	90.29%
Dodge	4.00		4.00	2.12	6.12	53.00%	53.00%	65.36%	65.36%
Door	2.00		2.00	0.71	2.71	35.50%	35.50%	73.80%	73.80%
Douglas	3.50		3.50	3.07	6.57	87.71%	87.71%	53.27%	53.27%
Dunn	3.00		3.00	2.93	5.93	97.67%	97.67%	50.59%	50.59%
Eau Claire	8.00	1.00	9.00	4.46	13.46	55.75%	49.56%	59.44%	66.86%
Florence	0.50		0.50	0.39	0.89	78.00%	78.00%	56.18%	56.18%
Fond du Lac	5.00	2.00	7.00	5.44	12.44	108.80%	77.71%	40.19%	56.27%
Forest	1.00		1.00	1.91	2.91	191.00%	191.00%	34.36%	34.36%
Grant	2.00		2.00	2.09	4.09	104.50%	104.50%	48.90%	48.90%
Green	2.00		2.00	0.99	2.99	49.50%	49.50%	66.89%	66.89%
Green Lake	1.50		1.50	0.67	2.17	44.67%	44.67%	69.12%	69.12%
Iowa	1.75		1.75	0.98	2.73	56.00%	56.00%	64.10%	64.10%
Iron	1.00		1.00	-0.27	0.73	-27.00%	-27.00%	136.99%	136.99%
Jackson	2.00		2.00	1.62	3.62	81.00%	81.00%	55.25%	55.25%
Jefferson	5.30		5.30	1.83	7.13	34.53%	34.53%	74.33%	74.33%
Juneau	2.50		2.50	0.67	3.17	26.80%	26.80%	78.86%	78.86%
Kenosha	15.00	1.00	16.00	7.16	23.16	47.73%	44.75%	64.77%	69.08%
Kewaunee	1.50		1.50	-0.14	1.36	-9.33%	-9.33%	110.29%	110.29%
La Crosse	8.00		8.00	4.95	12.95	61.88%	61.88%	61.78%	61.78%
Lafayette	1.00		1.00	0.26	1.26	26.00%	26.00%	79.37%	79.37%
Langlade	1.50		1.50	1.99	3.49	132.67%	132.67%	42.98%	42.98%
Lincoln	2.00		2.00	1.44	3.44	72.00%	72.00%	58.14%	58.14%
Manitowoc	5.00		5.00	2.73	7.73	54.60%	54.60%	64.68%	64.68%
Marathon	8.50	2.50	11.00	3.60	14.60	42.35%	32.73%	58.22%	75.34%
Marinette	2.50	0.10	2.60	0.49	3.09	19.60%	18.85%	80.91%	84.14%
Marquette	1.00		1.00	0.49	1.49	49.00%	49.00%	67.11%	67.11%
Milwaukee	87.00	33.50	120.50	-21.80	98.70	-25.06%	-18.09%	88.15%	122.09%
Monroe	3.00		3.00	3.15	6.15	105.00%	105.00%	48.78%	48.78%
Oconto	2.00		2.00	0.94	2.94	47.00%	47.00%	68.03%	68.03%
Oneida	2.50		2.50	1.55	4.05	62.00%	62.00%	61.73%	61.73%
Outagamie	9.00		9.00	8.83	17.83	98.11%	98.11%	50.48%	50.48%
Ozaukee	3.00		3.00	1.66	4.66	55.33%	55.33%	64.38%	64.38%
Pepin	0.80		0.80	-0.18	0.62	-22.50%	-22.50%	129.03%	129.03%
Pierce	2.50		2.50	0.67	3.17	26.80%	26.80%	78.86%	78.86%
Polk	3.00		3.00	2.84	5.84	94.67%	94.67%	51.37%	51.37%
Portage	4.00		4.00	3.93	7.93	98.25%	98.25%	50.44%	50.44%
Price	1.00		1.00	0.09	1.09	9.00%	9.00%	91.74%	91.74%
Racine	18.00		18.00	11.23	29.23	62.39%	62.39%	61.58%	61.58%
Richland	1.80		1.80	-0.10	1.70	-5.56%	-5.56%	105.88%	105.88%
Rock	14.00		14.00	2.57	16.57	18.36%	18.36%	84.49%	84.49%
Rusk	1.50		1.50	0.52	2.02	34.67%	34.67%	74.26%	74.26%
Saint Croix	6.00		6.00	1.05	7.05	17.50%	17.50%	85.11%	85.11%
Sauk	5.00	0.80	5.80	1.36	7.16	27.20%	23.45%	69.83%	81.01%
Sawyer	2.00		2.00	1.10	3.10	55.00%	55.00%	64.52%	64.52%
Shaw/Men	3.00		3.00	2.19	5.19	73.00%	73.00%	57.80%	57.80%

	7/20/16 GPR- Funded FTE Positions*	7/20/16 Program Revenue- Funded FTE Positions*	7/20/16 Total FTE Positions*	Additional FTE Needed	Estimated Total FTE Needed	Additional FTE Needed as a % of 7/20/16 GPR- Funded FTE	Additional FTE Needed as a % of 7/20/16 Total FTE	GPR-Funded FTE as a % of Estimated Total FTE Needed	Total FTE as a % of Estimated Total FTE Needed
DA Office									
Sheboygan	7.50		7.50	4.08	11.58	54.40%	54.40%	64.77%	64.77%
Taylor	1.00		1.00	0.41	1.41	41.00%	41.00%	70.92%	70.92%
Trempealeau	2.00		2.00	1.13	3.13	56.50%	56.50%	63.90%	63.90%
Vernon	2.00		2.00	-0.09	1.91	-4.50%	-4.50%	104.71%	104.71%
Vilas	2.00		2.00	1.17	3.17	58.50%	58.50%	63.09%	63.09%
Walworth	5.00		5.00	2.46	7.46	49.20%	49.20%	67.02%	67.02%
Washburn	1.25		1.25	0.96	2.21	76.80%	76.80%	56.56%	56.56%
Washington	5.00		5.00	4.08	9.08	81.60%	81.60%	55.07%	55.07%
Waukesha	14.50	2.00	16.50	7.68	24.18	52.97%	46.55%	59.97%	68.24%
Waupaca	3.50		3.50	1.36	4.86	38.86%	38.86%	72.02%	72.02%
Waushara	2.00		2.00	1.16	3.16	58.00%	58.00%	63.29%	63.29%
Winnebago	10.00		10.00	5.97	15.97	59.70%	59.70%	62.62%	62.62%
Wood	4.00		4.00	5.40	9.40	135.00%	135.00%	42.55%	42.55%
<b>TOTALS</b>	<b>382.95</b>	<b>46.90</b>	<b>429.85</b>	<b>139.66</b>	<b>569.51</b>				

\*Modifications:

- 1) The 0.5 GPR FTE in Washburn (0.25 FTE) that also serves Burnett (0.25 FTE) is divided by the FTE shown in parentheses.
- 2) In Milwaukee, the total FTE used is 120.50 rather than 121.50 due to the following factor:
  - a) the 1.0 FTE DNA position serves the entire state, so, showing it as a Milwaukee position distorts the data
- 3) In Brown the total FTE used is 13.00 rather than 14.00 due to the following factor:
  - a) the 1.0 ADA FTE sex predator position in Brown is excluded because it also serves approximately 20 other DA offices
- 4) In Fond du Lac the total FTE used is 7.00 rather than 8.00 because the Title IV-E CHIPS/TPR position has no funding.
- 5) In Outagamie the total FTE used is 9.00 rather than 10.00 because the VAWA position has no funding.
- 6) The weighted time estimate for CHIPS cases was changed from 2.61 hours to 6.0 hours effective in the 2004-06 study, based on a 7/04 WDAA Executive Board recommendation.
- 7) CHIPS extensions include permanency plan review petitions filed under s. 48.385 beginning with data for 2006.
- 8) Immunization cases filed by DA Offices under s. 48.13(13) are included with CHIPS cases beginning with data for 2006.
- 9) WDAA Executive Board authorized the following changes to the weighted time estimates beginning with the 2007-09 caseload study:
  - a) Increase the "reviewing case referrals that are not prosecuted" from 35 to 100 hours per year, thereby reducing hours available per prosecutor to handle individual cases to 1162 per year.
  - b) Weighted time estimate for Class A and First Degree Reckless homicides changed from 100 hours each to 160 hours each.
  - c) Weighted time estimate for "All other Homicides" changed from 50 to 80 hours each.
  - d) The weighted time estimate for misdemeanors changed from 2.17 hours each to 2.91 hours each.
  - e) The weighted time estimate for criminal traffic changed from 1.68 hours each to 2.91 hours each.
  - f) Weighted time estimate for juvenile delinquency changed from 3.32 hours each to 3.44 hours each.

# Health and Human Services Department





## BROWN COUNTY HEALTH & HUMAN SERVICES

Treatment Alternatives and Diversion Program  
300 E. Walnut St.  
Green Bay, WI 54301



Phone (920) 391-4849 Fax (920) 391-4849

The goal of the Brown County Court Services Division is to provide monitoring of individuals involved within the Brown County Court System and to assist them by coordinating necessary services and support. This would be completed by utilizing evidence based practices by providing community diversion programming, involvement with the alternative treatment courts, providing access to programs that meet treatment needs, and monitoring of individuals involved in the various stages of the court process. Individuals would funnel through one of three units associated with Courts Services: Treatment Courts, Pretrial Services, and Re-entry Services (See Attached Organizational Chart).

There are currently several pieces of the proposed department housed within several areas of Health and Human Services. The pieces that are currently in place include Specialty Treatment Courts, Diversion Program, a Day Report Center, and Jail Liaison Re-Entry Services.

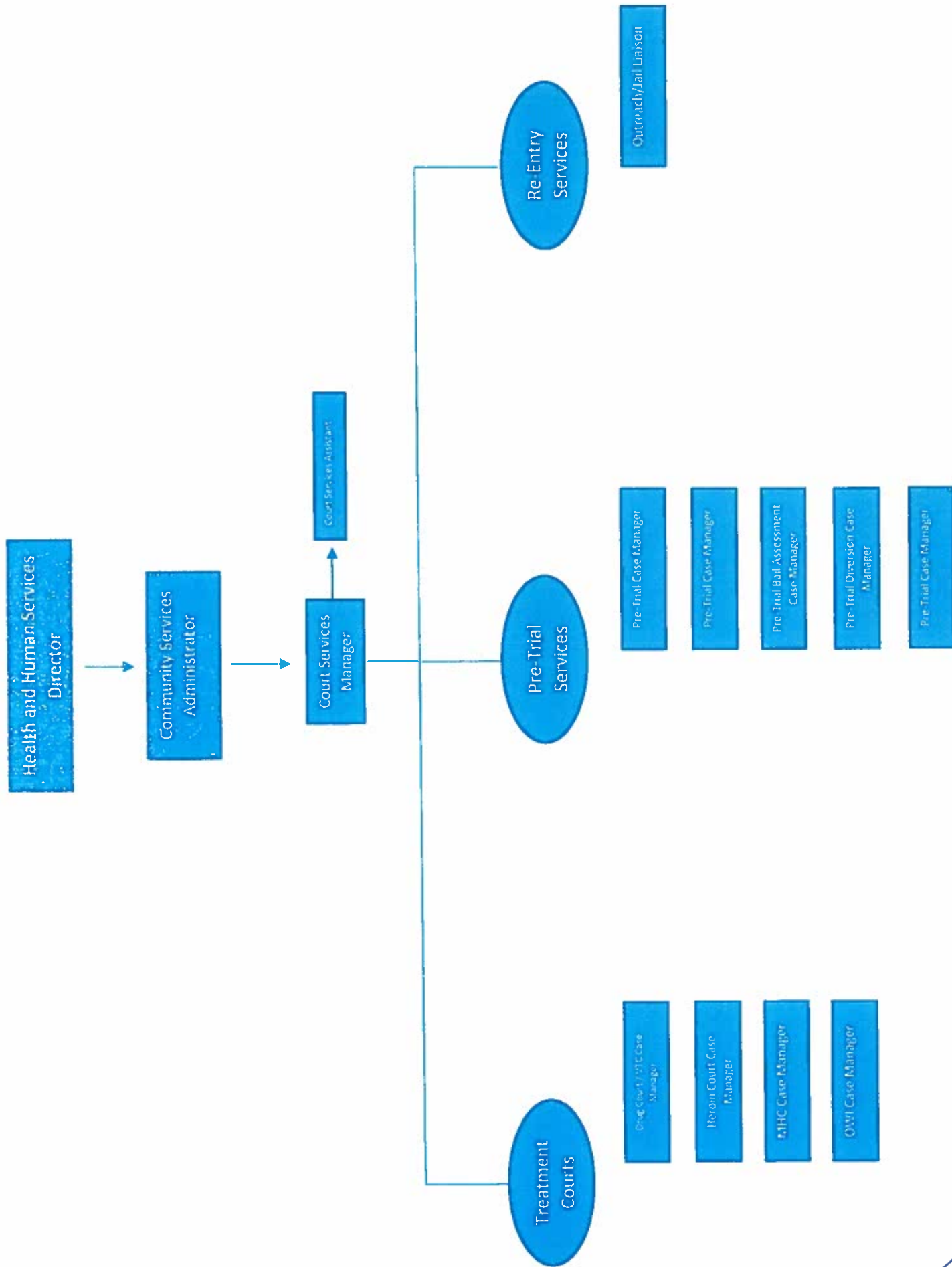
- **Treatment Courts** (Drug Court, Heroin Court, Mental Health Court, and Veteran's Treatment Court) are designed to work with individuals that fall into a higher risk/need category. These individuals have had significant involvement with the Criminal Justice systems such as significant misdemeanor/felony charges, jail/prison sentences, and probation and parole. This unit currently has (1) TAD/CJCC Coordinator, (3) Specialty Case Managers, and (1) Administrative Assistant through Health and Human Services.
- **Day Report Center** is a contracted service that is being operated by Family Services. The primary focus of this model is to ensure that individuals are following through and complying with any/all requirements that are placed on them through the Court System. This contracted service has (1) Program Manager, (2) Case Managers, and oversight by a Family Services Vice President.
- **Diversion Program** is designed to work with low risk/low need individuals that are identified through the Brown County District Attorney's office. These individuals are tasked with addressing the root cause of arresting behaviors by coordinating necessary services and support. This program is currently being operated by the TAD/CJCC Coordinator.
- The **Jail Liaison** position is designed to work with the individuals in the Brown County Jail to assist in linkage with re-entry services. This position is currently filled by (1) Clinical Social Worker at the Brown County Community Treatment Center.

After reviewing the Outagamie County Criminal Justice Treatment Service program and evaluating the needs of Brown County, the parts that are necessary to fully round out Court Services would be a Bail Assessment Case Manager, Diversion Case Manager, and a Court Services Manager.

- A **Bail Assessment Case Manager** is designed to complete screens on all newly booked inmates in the Jail for the purpose of determining the risk of committing future crimes and likelihood of attending future court dates. A screening report would be generated utilizing an evidence based assessment tool and provided to the court prior to the initial court appearance. This screening report can be used to assist in release decisions and setting an appropriate bail. This is not a replacement to individual judicial discretion but can be utilized in conjunction with their training and experience in decision making.
- A **Diversion Case Manager** would be utilized to expand and fully meet the ongoing needs for the individuals that are involved with the Diversion Program. As mentioned above this role is currently being completed on a part time basis by the TAD/CJCC Coordinator. This role is key in diverting low risk and first time individuals from the Criminal Justice system by addressing the root cause of their involvement with the criminal system. All referrals from this program would come from the District Attorney's office. The estimated forecast for this position workload is that it would be able to work with and assist 200 individuals that fall in the low risk/low need category.
- A **Court Services Manager** would be needed to coordinate, direct, plan, and evaluate criminal justice programs that serve adult offenders from pre-trial diversion to post-conviction sentencing alternatives. The position coordinates projects, recommends vendor selection, monitors vendor performance, identifies and analyzes system problems, and designs programs under the guidance of the Criminal Justice Coordinating Board (CJCB).

Creating a Court Services Division is intended to have many benefits including rehabilitation of lower risk participants, maintaining public safety, reducing un-needed stress on the county jail, reduce levy spending, and ensuring individuals attend their court appearances. Recent statistical information provided by Outagamie County's CJTS shows that 90.2% percent of individuals involved with their programming made it to their court hearings. Of that percentage 86.9% did so without obtaining new criminal charges. To break those number down a little more, 52% of the individuals referred to the program were assessed to have a high pretrial risk and 33% were assessed to have a medium pretrial risk.

# Brown County Court Services Division



**MINUTES**  
**BROWN COUNTY HOUSING AUTHORITY**  
**Monday, December 18, 2017, 3:30 p.m.**  
**City Hall, 100 N. Jefferson Street, Room 604**  
**Green Bay, WI 54301**

**MEMBERS:** Sup. Andy Nicholson – Chair, Corday Goddard – Vice Chair, Tom Diedrick, Ann Hartman and John Fenner

**OTHERS PRESENT:** Robyn Hallet, Cheryl Renier-Wigg, Stephanie Schmutzer, Pat Leifker, Matt Roberts, David Wouters, David Pietsenpol, Noel Halvorsen, Scott Schoeneman, Erik Hoyer and Bill Paape

**APPROVAL OF MINUTES:**

1. Approval of the minutes from the November 20, 2017, meeting of the Brown County Housing Authority.

T. Diedrick made a correction to the minutes, stating his name was misspelled throughout.

A motion was made by C. Goddard and seconded by A. Hartman to approve the minutes from the November 20, 2017, meeting of the Brown County Housing Authority. Motion carried.

**COMMUNICATIONS:**

None

**REPORTS:**

2. Report on Housing Choice Voucher Rental Assistance Program:
  - A. Preliminary Applications  
For the Month of November, there were 102 preliminary applications.
  - B. Unit Count  
The unit count for November was 3,028.
  - C. Housing Assistance Payments Expenses  
The November HAP expense totaled \$1,366,787.
  - D. Housing Quality Standard Inspection Compliance  
There were a total of 393 inspections, of which 206 passed the initial inspection, 69 passed the re-inspection, 86 resulted in a fail and 32 were no shows.
  - E. Program Activity/52681B (administrative costs, portability activity, SEMAP)  
There were 364 vouchers that ported out with a HAP expense of \$324,996; ICS was underspent by \$1,345.15 and the FSS program was overspent by \$5.71.
  - F. Family Self-Sufficiency Program (client count, participation levels, new contracts, graduates, escrow accounts and homeownership)  
There were 79 active FSS clients, with 45 in level one, 16 in level two, 11 in level three and seven in level four. There were zero new contracts signed, zero graduates, 42 active escrow accounts and 50 homeowners.

G. VASH Reports (new VASH and active VASH)

There were three new VASH clients for a total of 28 active VASH clients.

H. Langan Investigations Criminal Background Screening and Fraud Investigations

There were no new investigations assigned. Zero investigations were closed, 15 remain active, and one new application was approved in Green Bay.

A motion was made by T. Diedrick and seconded by A. Hartman to receive and place on file the Report on Housing Choice Voucher Rental Assistance Program. Motion carried.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

3. Consideration with possible action to award Project Based Vouchers to NeighborWorks® Green Bay and Ecumenical Partnership for Housing.

R. Hallet shared that staff was approved to post a Request for Proposals (RFP) for Project Based Vouchers (PBV) in October. Two proposals were submitted: one from NeighborWorks® Green Bay and one from Ecumenical Partnership for Housing (EPH). A selection committee reviewed the proposals, and ranked them. Though this is a competitive process, the Authority can choose both, neither, or just one of the applications. The committee is recommending both for approval.

NeighborWorks® currently has 122 units that are under Project Based Vouchers. Their proposal indicated that they would like to remove 16 of their current units and add 53 to the Project Based Vouchers Program. The committee recommended that the existing units, minus the 16 proposed to be removed, be approved, and that, of the 53 additional units, only the ones that are not located in high poverty areas be approved, which came to 18 units. NeighborWorks® then countered back that two of their apartment complexes, one located on Webster and the other on Phoebe & Lincoln, have some floating units added to the program.

C. Renier-Wigg stated that adding some of these units to the Project Based Voucher Program would be a great opportunity for deconcentrating poverty in the downtown Green Bay area.

A. Nicholson inquired about the difference between tenant based vouchers and project based vouchers. R. Hallet stated that tenant based vouchers are attached to the tenant, so that the tenant can use that voucher at any accepting rental unit. These can be ported out if the tenant decides to move. Project based vouchers are attached to a particular address and are not ported out. Tenants in project based units may convert to a tenant based voucher after living in the project based unit for at least one year if the PHA has tenant based vouchers available and then once the tenant has a tenant based voucher, they could port out if they so choose.

The Authority then discussed EPH's application.

R. Hallet stated that EPH proposed 12 units to become project based. These units are all single family homes or duplexes. EPH would like to make four of their already existing properties project based and the remaining eight *future* units, which they plan to purchase in the upcoming two years, be project based as well. The committee recommended approving the four existing

units, and restricting the proposed future eight units to be in locations that are not high poverty areas. R. Hallet shared a map illustrating which areas are impoverished and which are not.

A motion was made by C. Goddard and seconded by T. Diedrick to open up the floor. Motion carried.

Noel Halvorsen and David Pietenpol represented NeighborWorks® and EPH, respectively. They reiterated some of their requests and thanked the Authority for the opportunity to help those experiencing poverty to become self-sufficient.

A motion was made by C. Goddard and seconded by J. Fenner to close the floor. Motion carried.

A. Nicholson shared reservations about the additional 35 units being requested by NeighborWorks® because he did not want the units concentrated in Green Bay.

N. Halvorsen stated that he would be willing to only propose units outside of Green Bay as a requirement should his proposal be awarded.

The Authority discussed that they would need to obtain more information from Corporation Counsel to add this stipulation to the RFP.

R. Hallet summarized that the proposal is to approve NeighborWorks® for 131 Project Based units, which would consist of 106 units that are currently Project Based, 18 newly requested units, plus 3 floating units on Webster and 4 floating units on Lincoln and Phoebe.

A motion was made by C. Goddard and seconded by J. Fenner to award NeighborWorks® 131 project based vouchers. Motion carried.

It was clarified that additional units that NeighborWorks® may wish to propose in lieu of those not recommended for approval would need to be brought back to the Authority for approval at a later time.

Discussion then switched to EPH's proposal. It was reiterated that EPH's request is for 12 PBV, four on units they currently own, none of which have previously been project based. C. Renier-Wigg suggested these units be treated similarly to NeighborWorks®, in that the four could be approved now and EPH could come back to request approval for other units, provided they are outside of the City of Green Bay.

A motion was made by A. Hartman and seconded by C. Goddard to accept Ecumenical Partnership for Housing's request for four Project Based vouchers. Motion carried.

4. Consideration with possible action to extend NeighborWorks® Green Bay's existing Project Based Voucher contracts, if not awarded in above agenda item.

This item is no longer needed since the Project Based Vouchers were approved above. A motion was made by C. Goddard and seconded by A. Hartman to receive and place on file. Motion carried.

5. Consideration with possible action on approval to changes to Chapter 17 (Project Based Vouchers) of the Administrative Plan.

R. Hallet stated that Chapter 17 pertains to Project Based Vouchers. EPH serves homeless individuals exiting shelters and transitional housing. They are requesting a separate waiting list for their Project Based Vouchers so they can continue to serve this population. A similar separate waiting list already exists for veterans at Veteran's Manor.

A. Nicholson expressed he wasn't in support of this since it wasn't included in the above discussion. R. Hallet explained it was included in the RFP and was intentionally held as a separate agenda item

A motion was made by A. Hartman and seconded by A. Nicholson to hold until the next meeting. Motion carried.

T. Diedrick expressed that he wants to see homeless families getting priorities. C. Goddard added that Green Bay does not have many resources for homeless families and the Authority shouldn't get in the way of organizations who are trying to serve such families. A. Nicholson disagreed. J. Fenner stated that he would support this proposal.

A vote was taken on the motion on the floor. A. Hartman and A. Nicholson voted aye; C. Goddard, T. Diedrick and J. Fenner voted nay. Motion was denied.

A motion was made by T. Diedrick and seconded by C. Goddard to accept the proposed changes to Chapter 17.

A. Nicholson stated that he would not accept the motion as the chairman of the BCHA. This item will be placed on the next meeting's agenda. J. Fenner objected to A. Nicholson's ability to deny the motion.

6. Consideration with possible action regarding BCHA joining the Redevelopment Authority of the City of Green Bay and other interested Housing Authorities in Brown County to conduct a county-wide Affirmatively Furthering Fair Housing (AFFH) assessment.

R. Hallet stated that housing authorities are required to conduct an Affirmatively Furthering Fair Housing assessment to determine needs of fair housing. She is requesting that the BCHA join a local consortium, which will publish an RFP allowing contractors in the area to submit proposals to conduct this AFFH process. Costs will be determined by the proposals and then will be split among the members of the consortium.

Likely members of the consortium, in addition to the BCHA, would include the City of Green Bay Redevelopment Authority, the Green Bay Housing Authority and the De Pere Housing Authority. NEWCAP and WHEDA were also invited to participate. Pulaski Housing Authority has opted not to be included due to cost.

A. Hartman inquired about the potential costs of this assessment.

R. Hallet stated that Sheboygan County recently published an RFP and received two proposals with amounts of \$32,000 and \$45,000. Based on the size of Brown County, R. Hallet estimated that the total cost may be around \$60,000, split between the consortium members. So the BCHA's portion may be about \$20,000.

A motion was made by C. Goddard and seconded by T. Deidrick to approve of the BCHA joining the Redevelopment Authority of the City of Green Bay and other interested Housing Authorities in Brown County to conduct a county-wide Affirmatively Furthering Fair Housing (AFFH) assessment. Motion carried.

7. Consideration with possible action on BCHA budget and Resolution 17-03.

R. Hallet stated that this agenda item was discussed at the November meeting, at which time further information was requested. R. Hallet shared a summary of each of the changes in the budget. She then walked the Authority through each of these changes.

R. Hallet and S. Schmutzer answered some questions that were received regarding the budget.

A motion was made by A. Hartman and seconded by J. Fenner to approve the BCHA budget and Resolution 17-03. Motion carried.

**BILLS AND FINANCIAL REPORT:**

8. Consideration with possible action on acceptance of BCHA bills.

S. Schmutzer shared that a payment was made to NeighborWorks® for down payment and closing costs that were approved at a previous meeting. Additionally, some legal fees and staff training bills also came in.

A motion was made by C. Goddard and seconded by T. Deidrick to accept the BCHA bills. Motion carried.

9. Consideration with possible action on acceptance of BCHA financial report.

S. Schmutzer stated that nothing out of the ordinary was on the financial report. She stated that the Authority might see this document again with the end of the year wrap-up.

A motion was made by A. Hartman and seconded by T. Deidrick to accept the BCHA financial report. Motion carried.

**ADMINISTRATOR'S REPORT AND INFORMATIONAL:**

Schedule of BCHA Meetings for 2018

R. Hallet pointed out that the April and September meeting dates were changed due to staff scheduling conflicts.

Date of next meeting: January 15, 2018

A motion was made by C. Goddard and seconded by J. Fenner to adjourn at 4:50 p.m. Motion carried.

LNC: RAH



**PROCEEDINGS OF THE AD HOC**  
**MENTAL HEALTH TREATMENT COMMITTEE**

Pursuant to Section 19.84, Wis. Stats., notice is hereby given to the public that an Ad Hoc Committee of the County Board of Supervisors met regarding mental health treatment on Wednesday, November 15, 2017 in Conference Room A, Sophie Beaumont Building, 111 N. Jefferson Street, Green Bay, Wisconsin.

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**Present:** Chair Guy Zima, Vice Chair Erik Hoyer, Hospital and Nursing Home Administrator Luke Schubert, Green Bay Police Officer Kamra Allen, Green Bay Police Officer Barb Gerarden, Green Bay Community Police Officer Paul Van Handel, JOSHUA Representative Cheryl Weber, Behavioral Health Manager Ian Agar, District Attorney David Lasee, Director of Administration Chad Weininger, Health and Human Services Director Erik Pritzl, other interested parties.

**Excused:** Sheriff John Gossage, Citizen Representative Pat La Violette, Security Lieutenant Scott Brisbane

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**I. Call meeting to order.**

The meeting was called to order by Chair Zima at 12:00 pm.

**II. Approve/modify agenda.**

**Motion made by Cheryl Weber, seconded by Erik Pritzl to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

**III. Approve/Modify Minutes of October 18, 2017.**

**Motion made by Luke Schubert, seconded by Erik Pritzl to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

**1. Communication from Chair Zima and Judge Zuidmulder re: Have staff provide a breakdown and explanation of the expenditures made from the \$1.15 million dollars allocated for mental health services during the County budget process for 2016 and 2017.**

Health and Human Services Director Erik Pritzl referred to the update on expenditures that was included in the agenda packet. He recalled that in 2016 there was some pretty significant underspending and they are catching up in 2017 but still under. With some of the adjustments that have been made with regard to utilization, the numbers are right on target. In looking at residential treatment utilization, based on the current numbers it appears that the costs will exceed what has been set aside as there have been more people in residential treatment than was expected, which is what Pritzl likes to see. He wants to see people take advantage of residential treatment when it is deemed to be the appropriate level of care, but this will push the initiative spending higher than what had been put into the buckets at the last adjustment. Zima noted there is some leeway to move some dollars around if necessary. Pritzl agreed and said we should look at tapering back some of the other things we talked about. He noted that in one recent month \$82,000 was spent on residential treatment and if the spending continues at that level, it will take care of most of the money. He feels caution needs to be used when spending for the rest of the year and things like travelling to other states to see their operations and redoing the website should probably be put on hold. Pritzl noted they will not be turning people who need treatment away.

Zima said he is a little heartsick and taken aback with where things stand. He has been riding staff to do more outreach to let people know there is help available but now he is realizing the County really does not have appropriate programming. This committee wants to start helping people who are addicts but the only program we have for addicts is a contract. Zima is finding that even if people want to voluntarily come in, they are sometimes getting turned away and he wants to hear from staff as to what the plan is to get the doors open so that if ads are put out there that there is somewhere for people to get help there is someplace for them to go. He noted that Bellin does not use anywhere near the amount the County sets aside for the contract and he recalled there was a big deal made about the public/private partnership between the County and Bellin but the contract is being underutilized. Zima shared a story about someone who tried to get help for an addiction problem and was turned away from Bellin because Bellin would not accept their insurance. He wants to do something to really help people with addiction issues which in turn would help reduce the jail population but the County does not have much more

than emergency help for people who are committed on EM1s. He feels the County is lacking in services for those people who want to voluntarily change their life.

Behavioral Health Management Ian Agar addressed the situation Zima referenced about being turned away from Bellin for insurance reasons and said providers get their doctors and providers in network of different insurance companies and a patient not being in the same network can be an issue. He also noted they do not necessarily want people with insurance getting detox services at the cost of taxpayers. Zima understood that and said he wants to get people funneled to services quickly to give them the help they need and the direction of where to go, whether it's private pay or without pay. Agar said it is easier without pay.

Green Bay Police Officer Barb Gerarden said they had a gentleman last week who wanted voluntary detox without insurance. Bellin was unable to take the person for an unknown reason. Agar said payment would not have been the issue, but it could have been a capacity issue. Gerarden then suggested St. Elizabeth in Appleton but was told by the Crisis Center that there was nothing set up to take someone out of the County. Agar said that is not accurate information and the County does have a contract with St. Elizabeth. Director of Administration Chad Weininger said this is something that should be cleared up so everyone has accurate information to prevent this from happening again. Pritzl noted the County is authorizing on voluntary situations and the Crisis Center should not be involved in those situations unless there is a co-occurring mental health issue which Gerarden said there was not. Pritzl said he will get this situation cleared up and noted that they do not want the Crisis Center getting into the mix of this because they have so much other work to do.

District Attorney David Lasee said one of the things that was talked about in the past was a system navigator position who could be a contact person who knows the procedures and is able to help in these situations. Green Bay Community Police Officer Paul Van Handel said there have been discussions at the basic needs group and there does not appear to be clarity among everyone which creates struggles. He said the hospitals are all in favor of a system navigator position that can help with decisions and streamline the system and provide continuity in the continuum of care. Van Handel said there is plenty of communication in the continuum of care, but the communication seems to be lacking as to where the person is supposed to go. Zima feels we need to be more organized so people in crisis can get the help they want and need. He envisioned working towards facilities that will accept people who want and need help for drug abuse. He noted that Bellin told them they only do alcohol detox, but not other drug abuse issues and he noted that often people have alcohol problems along with other drug problems. He has been asking for outreach for a long time, but there may not be a point to that if the County does not have anywhere to help people or programs to serve them. His vision was that there would be billboards that people could read and then know there was someone to help them and they could then check in with a minimum of hassle and receive the services they need to get their life straightened out. It appears the County is lacking services and those are the things this committee should be working on expanding and making things available in the community so people have some place to go when they want and need help instead of ending up in the jail.

Weber asked if there was some sort of navigational map or flow chart for law enforcement to follow to get someone to where their needs can be met. Gerarden responded that they were only aware of the contract with Bellin until recently when they were made aware of the contract at St. Elizabeth in Appleton.

Pritzl said the County is only obligated by law to address incapacitated individuals. He said we started looking at the incapacitation issue because that is where the most work is needed. Past numbers showed the number of individuals who fell into the category was high. When this was looked at, it was thought the funding we had would address adequately the number of incapacitated situations. Pritzl continued there is under-utilization of detox in general, but noted that in the third quarter of this year, utilization has increased. He also noted that Bellin is very good at billing and an extremely good partner when it comes to making use of all the dollars available, but the dollars expended do not match the level of service provided because they are very good at insurance billing and, further, the County is the payer of last resort in those situations so the dollars are being stretched further and that is when we started to address the needs of people who are intoxicated or are seeking services voluntarily. This is where we are having to identify a better process and he noted that Agar has already developed flow charts for intoxicated individual and those on the top 40 list. Pritzl said we do not have a completely open system in Brown County where it is drop and walk away and this does not exist in many counties. We are relying on this as a point of treatment in a continuum that the person is receiving other services as part of. There have been numerous discussions of how to access and get people connected because that is a need.

Zima recalled the Mental Health Center was cut back a number of years ago. He said one of the goals of this committee was to get the capacity back up and he believes there are a lot of people who might come and utilize the services if they were available. Zima asked about a contract for drug problems and Pritzl responded that there seems to be some disagreement in that area as to what the medical need is and what type of facility would be a match for that. Zima noted restoring the services and expanding them to try to get people out of the jail if possible is on all of the agendas, but it just seems to be business as usual. He asked if Bellin takes people in without insurance. Pritzl responded that if Bellin has capacity, they will talk to the County for authorization and the County will be the payer. Zima brought up capacity and asked how that is determined. It was indicated that the capacity is based on the staffing, but Zima felt that was a catchall phrase and indicated that units have CNAs and nurses and whether the rooms are full or half full, the same staff is there.

Pritzl said the Brown County facility is staffed well and most of the time can have 16 beds occupied. If a facility is built with a greater number of beds, there needs to be a way to figure out how to bring the staff in to bring the capacity online. At this time Pritzl does not think there is adequate staff of professionals in Brown County to staff large facilities very easily. He feels if the County expands to 32 beds, we might be challenged. He said the market for staff is very competitive and it is hard to get and retain staff. The functional capacity of a facility is based on staffing and per regulations they have to make sure they are safely managing their facilities. This is not as simple as build beds and fill beds.

Zima said it does not seem like there has been progress on expanding services. Gerarden noted that law enforcement is still having to take people out of the community and even though this has improved somewhat in 2017 they made 18 trips to Winnebago. Pritzl said based on the first quarter of 2017 it was projected that the EM1s would have exceeded the prior year's numbers by about 10%, but numbers now show that EM1s are projected to be 5% below the prior year's numbers. He said they do not want people to be taken to Winnebago but there are times it cannot be avoided.

Zima asked if Human Services is looking at relicensing more beds and noted that in the past Pritzl said there was an area that was not being used that could be remodeled. Pritzl said that what they are looking at now is the one stop shop crisis model and staff will be going to Milwaukee to look at their operations. They have looked at the facility in Madison as well and are looking at how to bring something comparable to Brown County. The facility in Madison is for all substances. Zima asked how that operation was set up and if it was something that Brown County could do. Pritzl responded that he feels it could be adapted as long as the State allows it. The Dane County facility is a CBRF, not a hospital. It is a locked facility with two parts. One is a detox facility that is very institutional in its look and feel and the other part is treatment readiness. They do not do full blown treatment, but they do the stability piece and then get people ready for treatment. The assessment and screening is all done right in the facility and on certain days they do open assessments. Pritzl estimated the detox side has around 20 beds and the readiness side has about the same. He said when they looked at the facility they were looking at the access points and flow through the facility. One access point is the emergency access point and then there is the community access point. One side of the facility is secure and the other is not. The operator of the facility is a private vendor but the Human Services Department is part of the decision making and authorizing residential treatment.

Zima said we need to start using some model in Brown County that is going to make treatment available to people who need it, especially if they want to voluntarily participate and we have to let people know that the services are there, but at this time it does not seem like the County is set up to do any of that. He feels we need to move a little faster and work with administration to do what we can. He does not want to simply identify problems and then marginally do something. Weber feels this committee has accomplished a lot and noted that there are some really important people on this committee. There is also a lot being done on other committees and she is hearing from consumers and noted that Human Services just signed with the Gathering Space to bring three mental health specialists into their CCS program which is huge. The Sheriff's Department and Police Department have dedicated mental health officers and there is also now mobile crisis. She feels there is a lot that has happened that is not talked about at this committee that she feels would not have happened if this committee was not here. Zima acknowledged that this committee has allowed for better communications between the different departments and different groups and acknowledged that there has been some progress but he still feels we need a way to handle people who want help.

Agar said there are a lot of people getting help and he works with staff to provide help on a daily basis. To sit in this meeting and hear consistently over and over that there are not services and the County does not provide services is

a hard pill to swallow. He continued that at any given time there are 60 people in intensive outpatient at the CTC, and there are people referred to residential treatment and people referred to community providers. He has spent the better part of the last several weeks working on the potential to apply for an opiate treatment center but there were some challenges associated with the State requirements. He reiterated that to hear consistently the message that Human Services is not achieving anything or not doing anything is disheartening and he takes it very personally because he and a lot of other employees work on these issues every day of every week. There is a lot of important work going on and a lot of the work done by this committee has been very helpful in that regard. People are getting detox and people are getting referred to residential treatment and people are accessing treatment. Agar acknowledged that there are still challenges, but they are relatively small. With regard to providing a one stop shop facility for detox and treatment, there are a lot of issues, the largest of which is licensing. There are currently one or two places in the state with that licensure and the State does not issue that licensure easily. Zima feels the State knows there is a need and Agar agreed, but reiterated they do not issue those licenses very easily. Agar noted that things take time because there is a lot of coordinating that needs to be done with regard to resources and facilities. Zima said this committee is here to address roadblocks and do whatever it takes to help get things going. He is not totally insulting the entire system because the County has been doing a lot of good work for a long time, but this committee was formed to expand on the work already being done.

Vice Chair Hoyer said it is important to hear reports such as Agar's to hear what is being done and what the challenges are. He also feels it is important to have a timeline sketched out regarding the one stop shop model. He acknowledged that this will take some time and realizes Human Services is doing what they can. Zima noted that Hoyer and the rest of the Human Services Committee and the County Board can help with this. Hoyer acknowledged this and said that this committee should continue to inform Zima and Hoyer where more money would be useful since the County Board holds the purse strings. He noted that both he and Zima very much want to be champions regarding mental health issues. He understands that Human Services is also working with the Executive when it comes to things like creating new positions which is important. He feels this committee should try to be a little more intentional in our goals and long and short term projects and figure out our identity as a committee. We have had a lot of success already, but we should figure out where we are going, similar to what we did when we first got started. He said this is a great group and he wants to use everyone to their fullest benefit.

Van Handel said he has seen a lot of progress made in the last few years and he feels the fundamental issue boils down to the person in need or crisis not always knowing where they are supposed to go and what their needs are. Law enforcement sometimes struggles with this as well as they do not always know what the needs are and how to get access to where the person needs to go. Even though the County may lack a facility to bring someone to at the immediate time; we need to figure out how to get the person engaged in services or treatment while they are waiting. This seems like a fundamental thing that we do not know how to provide for. The patient does not know where they are supposed to be, but they want and need treatment but law enforcement lacks the resource to give them a really good answer in a timely period. He feels a lot of different groups struggle with this and what to do when someone cannot get to immediate treatment for whatever reason. Zima asked what happens to the people we don't have an answer for. Van Handel said when a person is stressed out and in crisis, there is the opportunity to reach them at that time and if they cannot be reached right at that time, they will lose trust in the system that will have to be rebuilt again. He feels peer to peer specialists and recovery coaches could help in this so we don't lose these people and then have to regain trust all over again.

Zima asked Agar what happens when someone who has an addiction other than alcohol, or a combination of alcohol and other substances comes to the mental health center. Agar explained when someone comes into the CTC they see an intake social worker who meets with the person and gives them a complete alcohol and drug assessment including uniform placement criteria and then the treatment needs are identified and they would link the individual with services. If the person has insurance the person would be directed to a community provider and if they do not have insurance or are on Medicaid, the person would be served through Brown County.

Zima said it has been his feeling that a few more wings should have been built at the nursing home to have some available for private pay which would allow for programming to be expanded and more people to be helped with the same amount of money from the County. He feels this could have been done very reasonably and economically and if some of the people were on a private pay basis it would pay for itself in a short period of time. This committee should be looking at things like this and coming up with long range goals and planning for them. Hoyer added it is good to have the experts on the committee to keep us advised of the regulations and licensing because they are very real issues that are dealt with on a day to day basis. Zima said that political resources need to be used

as well and he feels that overall the Board is sympathetic and wants to see things improved. Zima reiterated he is desperate for staff to bring a plan of what they want to work towards so we can start to work on the parts a little at a time and try to fit things in the budget. He reiterated that with some creative thinking and expanding the number of beds and then having at least three of them be private pay, it would underwrite the costs. He said that the population that needs treatment is slowly being transferred from treatment to jail. He is looking to the staff not to drag out every little detail, but to get a vision that we can all agree on and then start working on it. He feels the time is right to accomplish what we want to accomplish, but we have to depend on staff to bring the models forward. If there are problems, they should be brought forward so they can be handled. Zima does not believe that at this time, someone with a drug or alcohol problem would have an easy time finding their way into our system.

Agar said there are some systemic challenges and said he learned recently that Bellin Psych is currently experiencing a shortage of nursing staff and this affects their capacity. Zima asked if there are stringent state standards that are causing the problem. Agar's opinion was that the nursing workforce is more older than younger and people who are coming into the occupation at a younger age are not staying in it because it is hard work and they are disillusioned and get burned out and leave. The core of what is providing the majority of the workforce is reaching retirement age and this is also a factor in the shortage. Zima said his personal observations at Brown County, Winnebago or Bellin is that the nurses do not seem to be overworked at all. Schubert noted that documentation requirements are now much more stringent than they used to be and nursing staff spends a great deal of time on paperwork.

Weber would like to see each of our meetings be a little more intentional and she feels decisions need to be made as to what our overall goals are. She noted that Zima wants a facility and agreed that we probably need that. Zima feels this committee should have some options laid out for us by staff along with some rough costs and then this committee can talk over the options and steadily move toward achieving the goals. Hoyer said not sending people to Winnebago or Trempealeau and creating a one stop shop are among the biggest challenges. Gerarden also noted that lately they have been sending some juveniles out of county and asked what the status of the contract with Willow Creek is. Agar said he knows the contract is being worked on, but he does not know if it has been finalized yet. Agar understands that everyone wants things done yesterday, but he asked for some patience overall with goal development and achieving the goals.

Weininger wanted to talk about what was done in the 2018 budget for mental health initiatives and indicated the Sheriff added 24 extra hours of mental health services at the jail and they also added the crisis coordinator position as well as housing for treatment courts.

Hoyer said one of the goals of this committee was to ensure that the \$1.15 million dollar initiative was actually spent and we were very deliberate in trying to do that. A few years ago we picked some numbers and tried to see what we could do to help people with that money. We could not ask for more money when the money already appropriated was not being utilized. He noted this is a moving target and something we definitely worked on quite successfully this year. In looking ahead, he wants to move forward to some other projects and ideas.

Zima referenced the Shelter Care facility and noted that it is not a huge, monstrous facility with a huge cost and he would like to see a model somewhere along those lines that could be a place to treat people with withdrawal problems. Agar said the CBRF model they are talking about for detox and treatment linkage with the licensure like what they have in Madison is what they are looking at. Weininger said there needs to be some real tangible plans in place for the \$6 million dollars so it makes sense when it is put before the County Board and there is about a year to get that together. Weber asked about the jail portion and Weininger said the Sheriff already has an idea of what the jail will look like. The County will go out and RFP a project coordinator who will then work with the Sheriff and Public Safety Committee during the design process. They did look at mixing the jail and mental health center, but by law, those two cannot be a mixed component. They then decided to allocate the \$6 million for mental health and the rest will be put towards the jail. Weininger also noted we are hitting levy capacity and the question then will be how to make everything else work. Weber said if we came up with a Trempealeau-type facility within the next year, the \$6 million dollars could be put towards building it. Schubert noted it would have to be a revenue generating or saving operation. Weininger said the question would be with regard to the levy limits and when those are hit things will have to be prioritized. Zima said whatever is done, should be done large enough to accommodate private pay to help offset the costs.

Zima asked how long it would take staff to bring a broad picture of the possibilities so we can start looking at them and talking about them. Agar responded that he could have something done by the next meeting. Zima understands this is a work in progress and said an outline would be a good place to start with more details and costs to follow so goals can be set by the mid-year mark.

Hoyer proposed the committee take a break in December and then meet again in January, 2018 and have the conversation about the initial proposal as well as a discussion of the actual goals and then try to timeline them out a little bit. He feels this would give a little more structure to work in 2018. Zima said he would rather still meet in December. The next meeting date was then discussed and December 13, 2017 at noon was selected.

Weber asked about the housing study and what is being done with it. Hoyer responded that the study was presented to the Human Services Committee and doing something with it would be a topic to discuss at a future meeting during the long range planning process. Weber said there are a lot of other committees waiting to see what is done with the study and she does not want to see it drop.

2. **Update re: Long range mental health needs in Brown County including what could be funded by County Executive Streckenbach's proposed half-percent sales tax.**

*Discussion of this Item was incorporated in discussion on Item 1.*

3. **Formally identify Committee members.**

*This Item was not discussed at this meeting.*

4. **Discussion, review and possible action: Request that Brown County review its past and present mental health services and develop a more comprehensive plan to treat both short and long term mental health patients including but not limited to 1) alcohol and drug abuse detox and treatment; and 2) children, adolescent and adult mental health treatment.**

*Discussion of this Item was incorporated in discussion on Item 1.*

5. **Discussion, review and possible action: Request that the Human Services Director and Brown County Sheriff work together to develop a plan to provide a treatment plan for prisoners who presently make up a third of our jail population.**

*This Item was not discussed specifically at this meeting.*

6. **Discussion re: Recertifying County operations to return to previous services providing long-term care.**

*This Item was not discussed at this meeting.*

7. **Update re: Outreach efforts.**

*This Item was not discussed specifically at this meeting.*

8. **Such other matters as authorized by law. None.**

9. **Adjourn.**

**Motion made by Erik Hoyer, seconded by Luke Schubert to adjourn at 1:14 pm. Vote taken. MOTION CARRIED UNANIMOUSLY**

Respectfully submitted, ,

Therese Giannunzio, Recording Secretary

**NEVILLE PUBLIC MUSEUM**  
OF BROWN COUNTY



BRIDGING COMMUNITIES, CONNECTING GENERATIONS  
NEVILLEPUBLICMUSEUM.ORG

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**PROCEEDINGS OF THE BROWN COUNTY NEVILLE PUBLIC MUSEUM GOVERNING BOARD**

Pursuant to Section 19.84, Wis. Stats., a meeting of the **Brown County Neville Public Museum Governing Board** was held at 4:30 p.m. on Monday, January 8, 2018 at the Neville Public Museum, 210 Museum Place, Green Bay, Wisconsin

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PRESENT: Kevin Kuehn, Bernie Erickson, Sandy Juno, and Kramer Rock  
ALSO PRESENT: Kevin Cullen, Kasha Huntowski and Beth Lemke,

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**CALL MEETING TO ORDER**

1. Chairman Kuehn called the meeting to order at 4:35PM.
2. **APPROVE/MODIFY AGENDA**  
Motion made by Kramer Rock and seconded by Sandy Juno to approve the agenda.  
Vote taken. **MOTION APPROVED UNANIMOUSLY.**
3. **Museum Director Report.** Museum Director Lemke started her report sharing the news of a strong month of December visitation. She shares she is waiting for the last two December deposits to clear for a better reforecast of year-end. However, admissions and miscellaneous revenue exceeded the budgeted amount. Photo sales and room rental revenue were just slightly under the budgeted amount. Neville Public Museum Foundation expenses were less than the budgeted amount. She also informed the Board of the financial impact and completion of adding two more much needed security cameras to the upper galleries.

Museum Director Lemke updated the Board that the Core Gallery RFP was approved at the Education and Recreation Committee meeting on November 30, 2017 and at the December 13, 2017 Full County Board. Director Lemke met with Senior Buyer Dale DeNamur who assigned number 2199 to the project. Senior Buyer DeNamur had no questions or concerns about the narrative or scope of service requested. He requested an extra week at the end of the schedule for the consensus scoring meeting (March 19, 2018) thus bumping out the intention to award one week (March 23, 2018). Senior Buyer Dale DeNamur will be sending out the RFP for Brown County Project 2199 on Monday, January 15, 2018.

Director Lemke is developing the department's outreach plan so that all staff have a level of participation in both existing outreach events as well as adding new ones to the plan. On Broadway and Downtown Green Bay Farmers Market and Green Bay Bullfrogs dates will soon be set in addition to *Our Brown County* event outreach. Staff is busy with script writing, graphic and web design. The winter promotions plan will feature Art at the Neville with television ads and a new partnership with the NWTC Artisan Center and a new mural project with local artist Kent Hutchinson.

Museum Director Lemke shared the proposal regarding asset transfer of digital equipment will not be going forward at this time.

Museum Director Lemke provided the Board hard copies of the updated Neville Emergency Response Plan.

Additionally, she updated the Board on several winter issues with mechanical equipment due to seasonal change

and extreme cold. One boiler is waiting for a valve replacement; air handler 3 is waiting for a replacement coil, two steam valves on the first floor need adjustment and the fire/security alarm panel program was edited over the holiday break due an error code that mimicked an alarm on an air handler smoke detector.

Discussion ensued; no action taken.

4. Museum Deputy Director Report. Deputy Director Cullen shared updates on the current Main Exhibit Gallery artifact inventory. He also shared descriptions of the 2018 temporary exhibits. In addition to student art in the hallway featuring Martin Luther King Jr and a new partnership with the NWTC Artisan Center.

***Estamos Aquí: Celebrating Latino Identity in NE Wisconsin*** Estamos Aquí ("We are Here") features the artifacts and personal stories of many Latino families in Northeastern Wisconsin. The bilingual exhibit celebrates the diverse cultures and traditions that have endured emigration from across Latin America. This collaborative exhibit was developed with museum staff and the Hispanic Community Resource Center (Casa Alba). (May 6, 2017 – April 29, 2018)

***Green Bay Art Colony Annual Exhibition*** - In 1915, nine women created the Green Bay Art Club to assure that art and culture would be part of the local community. That same year, they organized a one-week exhibit of historically significant objects in the basement of the original library at the northeast corner of Jefferson and Doty streets. Every year since 1927 an exhibit of the Colony members' current artwork has been exhibited at the Neville Public Museum. (February 3, 2018 - April 1, 2018)

***Exquisite Miniatures: The Art of Wes & Rachelle Siegrist*** - Sixty-five exquisite miniature paintings by Wes and Rachelle Siegrist will be featured in an unprecedented national traveling museum exhibition. The exhibition includes portraits, landscapes, wildlife and still-life's. The paintings are not small. They are tiny. The paintings measure less than nine square inches and appear even more detailed when viewed under a magnifying glass. (January 13, 2018 - March 25, 2018)

***Into the Arctic Art Exhibit*** -Almost a decade ago Cory Trepanier artist and filmmaker began his *Into The Arctic* project with the unique artistic goal of creating the most unprecedented collection of original oil paintings of our time from the Canadian Arctic. To accomplish this, Cory undertook 3 extensive Arctic painting/ filming expeditions, painting many landscapes that have never been captured on canvas before. Visitors will be seized by the stark beauty of this majestic land through Cory's passionate brushstrokes. (April 14, 2018 - August 19, 2018)

***An Artistic Discovery*** is an annual exhibition of high school art sponsored by the United States Congress in each congressional district in the nation. Featured at the Neville are artworks from students in Wisconsin's Eighth Congressional District. This is a juried exhibition of artworks based on guidelines developed by the US Congress. The first-prize winning artist has his or her artwork displayed in the US Capitol for one year alongside winners from around the country. (April 7, 2018 - June 3, 2018)

***Our Brown County {1818 - 2018}*** -*Our Brown County* is a celebration of 200 years of history focusing on the stories that make Brown County the place we choose to live, work, and play. Explore these stories through 50 artifacts, 50 photographs, 50 people, and 50 places that demonstrate the complex, diverse, and rich history of Brown County. Brown County was established in 1818, becoming the first boundary lines west of the Great Lakes- that's 30 years before Wisconsin became a state! Over the past two centuries, the residents of Brown County have left their unique mark on the landscape of Northeastern Wisconsin. (May 29, 2018 - October 27, 2019)

***73rd Art Annual*** - Art exhibits have always been a significant part of the Neville Public Museum's history going back our founding in 1915. However, it was in 1942 that the museum's director, Earl Wright, initiated a juried art competition. Since that time, the Art Annual has become an important bridge between the artistic communities of Northeastern Wisconsin and the Upper Peninsula of Michigan. There are literally generations of



artists that apply each year and it is the Art Annual that connects these generations through art here at the Neville Public Museum. (June 9, 2018 - July 29, 2018)

***Delay of Game: Experience of African American Football Players in Tittletown*** - It has been one hundred years since the Green Bay Packers were formed but African American players have only been part of the story since 1950. These athletes made an immediate impact on the game, but what happened off the field? In this exhibit, discover how the challenges and contributions of African American players have changed our community. (August 11, 2018 – January 6, 2019)

***BEES*** - Unlock the secret lives of bees and how these tiny insects have a big impact on your life. Bees are more than buzzing bugs that sting; they play a dynamic role in the environment and our agriculture. Adventure into the hive to discover how bees live and work and why threats to them impact you. (September 8, 2014 – November 4, 2018)

***Holiday Memories: Downtown Green Bay.*** The animated figures that once adorned the H.C. Prange's department store windows are featured in this exhibit along with the Enchanted Forest, the Snow Babies and charming forest animal collections. There also is the Children Only Shop, and Bruce the Spruce, the loveable talking Christmas tree who once chatted with holiday shoppers at Prange's. *Holiday Memories* is a wonderful family tradition. (November 15, 2018 – January 13, 2019)

Discussion ensued; no action taken.

5. Such other matters as authorized by law:

Supervisor Erickson reminded the Board about the November 1, 2018 Old Glory Honor Flight that will be departing from Green Bay. He suggested a possible contemporary photography exhibit in conjunction of the *Our Brown County* featuring the pre event and post event honoring of our Veterans. Museum Director Lemke will include this into the temporary exhibit plan.

Kramer Rock wished to publically commend the Neville Public Museum Foundation Staff and Neville Public Museum Staff for their collaborative efforts in the 3<sup>rd</sup> Annual A Night at the Museum Social Event. He wanted on record to say thanks for the hard work and dedication to make the event a successful fundraiser for the Museum.

**Next meeting of the Neville Public Museum Governing Board will be Monday, March 12, 2018 at 4:30pm**

**2018 meeting dates are as follows:**

NO February meeting \*Director Lemke vacation

March 12, 2018 \*Vice Chair Erickson to run the meeting

April 9, 2018

May 14, 2018

June 11, 2018

July 9, 2018

August 13, 2018

September 10, 2018

October 8, 2018

November 12, 2018

December 10, 2018

6. Adjournment. Chairman Kuehn called the meeting to an end at 5:11PM. Motion made by Sandy Juno and seconded by Kramer Rock to approve. Vote taken. MOTION APPROVED UNANIMOUSLY.

**PROCEEDINGS OF THE BROWN COUNTY  
VETERANS' RECOGNITION SUBCOMMITTEE**

Pursuant to Section 19.84, Wis. Stats., a regular meeting of the Brown County Veterans' Recognition Subcommittee was held on Tuesday, November 21, 2017 at 4:30 p.m. in Room 201 of the Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

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**PRESENT:** Chair Erickson, Supervisor Brusky, Ed Koslowski, Delores Pierce, Duane Pierce, Jerry Polus

**EXCUSED:** Joe Witkowski, Louise Dahlke

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**\*\*Running Total of Veterans' Certificates: 1841**

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**1. Call Meeting to Order.**

The meeting was called to order by Chair Bernie Erickson at 4:30 pm.

**2. Approve/Modify Agenda.**

Motion made by Joan Brusky, seconded by Delores Pierce to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

**3. Approve/Modify Minutes of October 17, 2017.**

On page three of the minutes under Ed Koslowski's report, Duane Pierce pointed out it was the LZ Committee that runs the quarterly meetings that was looking for coffee donations. Pierce also noted under his report that the meat raffles held at Shoots and Pearly Gates were put on by Amvets Post 57.

Motion made by Duane Pierce, seconded by Joan Brusky to approve as amended. Vote taken. **MOTION CARRIED UNANIMOUSLY**

**4. Update re: Honor Rewards Program.**

CVSO Jerry Polus said there have been 10 additional veterans added to the program in the last month. The number of veterans now participating in the program is at 278 and the number of participating businesses remains at 83. Erickson noted many veterans already use their military ID cards at various businesses to receive discounts so not all of the eligible veterans will request an Honor Rewards card. Pierce felt it would be interesting to see how many veterans take advantage of the discounts offered by Honor Rewards that use some form of military ID other than the Honor Rewards card and he noted that most places that offer a military discount will accept various forms of military ID.

Supervisor Brusky said she had someone ask her how to receive a military ID and Polus said people can come into his office at any time to receive assistance in enrolling in the program. Koslowski added that someone who qualifies for a military ID can receive one at the Naval Reserve Center.

**5. Update re: 2017 Veterans' Appreciation Day at the Brown County Fair.**

Erickson said we do not have to address this until after the first of the year. Brusky asked about the thank you notes for businesses who donated prizes to the Veterans Appreciation Day event at the Fair. Erickson said he will get the thank you notes to the County Board office

It was indicated that next year's event will be held on Sunday instead of Saturday. One of the advantages of having the event on Sunday is that it is more economical if a veteran wants to bring his family to the Fair as the admission price on Sunday is reduced. Joe Witkowski noted this group had talked about moving the event to Sunday several times in the past and decided not to do that, but Joan Brusky said the Fair Board is the party that requested the event be moved.

A discussion was also held with regard to sending thank you notes to businesses who donated prizes for the Fair. Erickson said he has something on his computer he can print out and get to Brusky and Brusky said she will add a handwritten note to the letters before they are mailed.

Brusky shared a story about a veteran who won a prize at the Fair. The prize was for tickets to Green Bay Community Theater and when the veteran's wife called the theater to make arrangements for the tickets, she let the theater know how grateful and thankful her husband was for the acknowledgement and thanks he received at the Fair because when he came back from Vietnam, he was not acknowledged at all. The veteran said the acknowledgement at the Fair meant a great deal to him and he was also happy to have won the prize. Brusky said this committee should feel good about being part of the healing for these veterans.

**6. Discussion re: Veterans Day Activities.**

Erickson said he had heard comments that the event at the Arena was very good and he also said the event at the VFW in Howard went quite well, although the weather may have impacted the attendance a little bit. Pierce stated the event at the Yacht Club also went real well and the lunch at Pearly Gates was well attended.

Koslowski mentioned that he had heard through the grapevine that someone who attended the Yacht Club event was bashing the article that was in the newspaper. Erickson said he checked with Deputy Executive Jeff Flynt on this who informed Erickson that he was not aware of the situation. Flynt volunteered to help in the future with getting information to the Press Gazette. Koslowski said he posted the information on veterans' discounts on the Press Gazette FB page, but he does not get the paper so he did not see what was actually printed in the newspaper. The newspaper article included a very, very small number of the offers that were submitted to them. Erickson noted that the Press Gazette office is no longer open on a daily basis and, further, if you call the Press Gazette, the phone call is answered out of state. Brusky noted that she was on a website of one of the local newspapers that listed many, many more offers than were included in the Press Gazette. Koslowski said he sent the full, complete list of discounts and offers to all of the local newspapers and the complete list was published in the Ashwaubenon Press.

Erickson suggested that in the future we work with the person at the Press Gazette who typically does reporting of county matters. Erickson has a direct number and e mail for this person and he can provide that. Koslowski would like the list distributed by Brown County next year so that County staff can make the contacts and forward the information where it needs to be. Erickson agreed with this but noted that just because the Press Gazette receives the complete list does not mean they will print the entire list. The amount of work Koslowski does with regard to the Veterans Day offers was acknowledged and he was thanked for all he does. Koslowski noted that Brusky and Jim Haskins also did a lot of work on this and he thanked those individuals as well. Erickson said his opinion is that the Press Gazette is not very willing to do anything that they do not get any money for.

Erickson suggested we discuss Veterans Day next year and see how we wish to proceed in the future, especially because this group seems to be getting smaller. Erickson feels we should consider adding a member to this group and Polus shared that he was thinking of adding someone from Oneida. Erickson also had a suggestion for a new member from Hobart. Koslowski suggested we ask someone from the Desert Vets group to join the Subcommittee to get some younger people involved. Several other possibilities were discussed and Polus said he will make some calls on this and keep the group advised.

The chain of command of this Subcommittee was also discussed and Erickson wished to make it clear that all communications should come through either himself as Chairman, Koslowski as Vice Chair or the CVSO.

**7. Report from CVSO Jerry Polus.**

Polus did not have anything to report this month.

**8. Report from Committee Members Present (Erickson, Brusky, Dahlke, Haskins, Koslowski, Pierce & Witkowski).**

-Erickson brought up the idea of skipping the December meeting as there did not seem to be much to discuss. The group agreed to not meet in December and resume in January 2018.

-Brusky said she was thankful for the information provided earlier on how to direct veterans to get veteran IDs.

-Koslowski said he does a lot on social media and the Brown County Veterans Recognition Subcommittee has a page, however, it was only created to reserve the name. He has also created a FB page for NEW Veterans which currently has 500 members. He receives information from all over the state on veteran activities that he posts on that page.

Koslowski also indicated that he has recently retired, but he is still working several days a week to help his employer out on a temporary basis. He said he will remain active in the Subcommittee through the Fair in 2018, but he is not certain of what his involvement will be after that.

-Pierce reported on December 2 at Duck Creek Pub/VFW, Amvets Post 57 will be holding a meat raffle at 2:00 pm. On December 16 at various places around the area there will be events for Wreaths Across America. The mission of Wreaths Across America is to remember, honor and teach and this mission is carried out by coordinating wreath-laying ceremonies at locations in all 50 US States as well as at sea and abroad. Pierce said Rolling Thunder will be involved in events at the memorial at the Arena as well as one in Freedom and he encouraged people to attend if they can.

Pierce also noted that the LZ Committee and Vietnam Vets 224 will be holding their annual Christmas get together and raffle at Pearly Gates on December 11 at 5:00 pm, but he urged people to come earlier to get a seat because it is typically a pretty good raffle and very well attended. Everyone is welcome and invited.

Pierce also said that Amvets Post 11 is having a get together at Stadium View on December 9 for the Army/Navy game.

9. **Such Other Matters as Authorized by Law. None.**

10. **Adjourn.**

**Motion made by Duane Pierce, seconded by Delores Pierce to adjourn at 5:22 pm. Vote taken. MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Therese Giannunzio  
Recording Secretary